FH;P Fachhochschule Potsdam University of Applied Sciences

Establishment of new degree programmes

Concept	Elaboration	Committees	Constitution	Accreditation
Idea for the degree programme	Concept paper and feedback from the University Executive Board to Studies and Teaching Unit	Statement Studies and Teaching Unit, Department of Student Affairs, Central IT		Initial meeting
Discussion as part of the strategy meetings				Opportunity dialogue
Concept paper	Initial meeting	Standing Committee Studies and Teaching		Agency engagement
Analysis of the university landscape	Sample documents	Departmental Council	Technical and organisational implementation of the degree programme (Department of Student Affairs and Central IT)	Degree programme documents
Securing capacity, administration and material resources	Expert input on sample documents	Senate		Self-evaluation report
If necessary, coordinate with partners	Review of the feedback from the department	University President		Committees
Approval by the department				Inspection report
Documents to VP SL	Final vote on degree programme documents	Notification to the Ministry of Science, Research and Culture		On-site inspection
				Accreditation report
				Decision of the Accreditation Council
Discussion in the University Executive Board Feedback to the department	**Final check** Release for committees	**Official announcements** from here on legal validity	**Start degree programme**	**Initial accreditation**