STARDOM UNIVERSITY

Program Specifications and Curriculum Mapping

Program Specifications and Curriculum Mapping Policy

1. Purpose

To ensure that each program has approved, measurable learning outcomes and a curriculum that demonstrably supports and assesses those outcomes.

2. Scope

Applies to every academic program and course included in the University's applicable scope, including new programs and material revisions.

3. Policy requirements

Required program specification

Each program specification must identify the official program and award title, level, duration, delivery mode, language of instruction, admission requirements, total units or credits, course structure, and graduation requirements, as applicable.

The specification must state the program purpose, measurable program learning outcomes, assessment approach, and arrangements for academic and student support.

All details must be consistent with the current catalog, enrollment agreement, course outlines, and applicable regulatory disclosures.

Curriculum mapping

Academic Affairs must maintain a curriculum map showing where each program learning outcome is introduced, developed, and assessed across the relevant courses.

Course-level learning outcomes and assessments must contribute to the approved program outcomes; gaps, unnecessary duplication, and unsupported outcomes must be identified and addressed.

Evidence of achievement may include assessment results, student work samples where appropriate, course reports, and documented review findings.

Approval and change control

A new program or material program revision must be documented and reviewed by Academic Affairs and approved by the President or formally delegated authority before implementation, subject to applicable external approvals.

The University must not advertise or enroll students in a program beyond its applicable legal authority or approved scope.

Superseded specifications and curriculum maps must be archived under document-control procedures.

Periodic review

Each program must be reviewed at least annually to confirm continuing alignment among outcomes, curriculum, assessment, faculty, and learning resources.

Review outcomes, action owners, deadlines, and evidence of completion must be recorded.

4. Responsibilities

Academic Affairs is responsible for maintaining this policy, coordinating implementation, retaining evidence, and proposing revisions. The President of the University is the final approving authority.

5. Review and document control

At least annually and before launching or materially revising a program.

The approved version must be version-controlled, published in an accessible format, and reconciled with the current catalog, enrollment agreement, applicable academic documents, and other policies. Superseded copies must be archived or clearly marked.

6. Regulatory and publication note

This policy does not itself establish BPPE approval, accreditation, government recognition, or authorization to operate. Statements about the University's legal or regulatory status must reflect current, independently verified evidence. Before publication, confirm the policy's applicability to the relevant legal entity, programs, and student population.

Approval / Effective Date: January 2026 | Next Review: January 2027

This policy must be interpreted consistently with applicable law, the current University Catalog, and the relevant enrollment agreement.