

# Coversheet for Proposal for a New Academic Program

Guidelines for new program proposals are posted on the Faculty Senate website ([Curricular Resources](#)). NOTE: Although new *concentrations* are considered substantial changes, proposers should fill out this coversheet.

Granting College/School: \_\_\_\_\_

Sponsoring department or program: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email address: \_\_\_\_\_

*Please check all that apply regarding the following aspects of the program that may impact students' financial aid and/or institutional compliance with federal regulations. Elaborate as appropriate in the body of the proposal.*

## Location/Travel

- ☐ ≥50% of credits earned at off-site location
- ☐ Substantial clinical/practicum travel
- ☐ Required travel component

## External Collaborations

- ☐ Degree offered jointly with another institution

## Delivery Method (select one)

- ☐ On Campus – all or some courses offered face-to-face
- ☐ Online – ALL courses offered online

## Calendar (select one)

- ☐ Main campus calendar
- ☐ College of Medicine calendar

## Academic Credit

- ☐ All courses comply with [credit hour definition](#)

## Variable Tuition<sup>1</sup>

- ☐ Graduate program with differential tuition rate

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## Complete this section if proposing a new Degree, Undergraduate (UG) Major, or Graduate (GR) Program or Certificate

Check appropriate box: ☐ New degree ☐ New Certificate of GR Study/micro-CGS ☐ New UG Major ☐ New GR Program

Exact name of degree (e.g. Bachelor of Arts, PhD): \_\_\_\_\_

☐ Untagged ☐ Tagged (e.g. Bachelor of Science in Electrical Engineering)

Exact name of UG major/GR Program: \_\_\_\_\_

Minimum GPA required for graduation: \_\_\_\_\_

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## Complete this section if requesting a new Certificate, Minor, or Concentration

Check appropriate box: ☐ UG Certificate ☐ UG Minor ☐ Concentration

☐ Post-Baccalaureate Certificate ☐ Continuing Education (CE) Academic Certificate

Exact name of Certificate/Minor/Concentration: \_\_\_\_\_

<sup>1</sup>A request for differential tuition may be submitted when the program has been approved by the Curricular Affairs Committee. This will allow approval of the differential tuition concurrent with the Board of Trustees approval (if approved). The process and guidelines for requesting differential tuition can be found [here](#).