PROPOSAL GUIDELINES

1. List student name and ID number.

2. List proposed academic advisor name and department.

3. List title of proposed major.

4. Write a justification for the proposed major
   a. A set of learning objectives to be achieved in this major.
   b. A rationale for why this major is valuable for the student.

5. Provide a proposed program of study. List each course name, number, and department.
   a. A set of lower division courses that represent the introduction to the discipline, and any skills or competencies necessary for advanced study in the discipline.
   b. A set of upper division courses that represent breadth and depth in the discipline.
   c. Any experiential learning that should be included in order to have advanced understanding of the discipline (e.g., study abroad, art production)
   d. An integrative experience, culminating experience, or capstone experience and/or project that provides opportunity for the student to demonstrate their knowledge and competencies in the discipline. This may be but is not limited to an independent research methods course, a capstone seminar, or an independent thesis project.

6. Provide a description of how this program of study was developed (e.g., comparable to similar majors that exist in the Catalogue, comparable to the same major that exists at another institution).
   a. Include attachments of similar majors, if available.
   b. Include an explanation of how courses were chosen, with attention to the number of courses, the selection of lower division courses, prerequisites, upper division courses, and integrative experience.
   c. Include a signature page of faculty and/or staff consulted in the development of the major.
   d. Include a signature page of chairs of the departments with courses included in the major.