

Please provide the following information when requesting a new major or minor (program or option) to be added to the curriculum. Only new majors, minors and options are assigned a new code and print on the diploma. The code will be assigned by the Office of the Registrar and information emailed to all appropriate personnel.

COLLEGE _____ DELIVERY MODE(S) _____
(classroom, online)

DEPARTMENT _____ CAMPUS/SITE(S) _____

PROGRAM TO BE ADDED Major Minor Option for _____ (existing degree program)

NOTE: Only Majors, Minors and Options receive new codes and print on the diploma; use Option for new program name to appear with existing degree name.

- | | | |
|---|---|---|
| <input type="checkbox"/> Associate of Arts (A.A.) | <input type="checkbox"/> Master of Education (M.Ed.) | <input type="checkbox"/> Doctor of Business Administration (D.B.A.) |
| <input type="checkbox"/> Associate of Science (A.S.) | <input type="checkbox"/> Master of Public Administration (M.P.A.) | <input type="checkbox"/> Doctor of Philosophy (Ph.D.) |
| <input type="checkbox"/> Bachelor of Arts (B.A.) | <input type="checkbox"/> Master of Science (M.S.) | <input type="checkbox"/> Doctor of Psychology (Psy.D.) |
| <input type="checkbox"/> Bachelor of Science (B.S.) | <input type="checkbox"/> Master of Science in Aviation (M.S.A.) | <input type="checkbox"/> Graduate Certificate |
| <input type="checkbox"/> Master of Arts (M.A.) | <input type="checkbox"/> Educational Specialist (Ed.S.) | <input type="checkbox"/> Undergraduate Certificate |
| <input type="checkbox"/> Master of Business Administration (M.B.A.) | <input type="checkbox"/> Doctor of Aviation (Av.D.) | |

OTHER ADDITION TO THE CURRICULUM **NOTE: Only Majors, Minors and Options receive new codes and print on the diploma; use the Adding a New Concentration or Specialization form if the new program represents less than a full degree curriculum.**

PROGRAM TITLE *Restricted to 30 characters, including spaces*

ACADEMIC YEAR TO BE INITIATED: FALL _____ ADVISOR FOR NEW PROGRAM _____

New programs are available beginning with the fall term in which they appear in the University Catalog

ROUTING APPROVALS: 1) Department head/program chair and college dean approve and sign form. 2) Accreditation Liaison reviews and signs the form. 3) The chief academic officer reviews and approves business plan of the program in terms of financial viability and impact on the university mission and signs form. 3) Graduate Council or Undergraduate Curriculum Committee approves academics and signs form. 4) The chief academic officer reviews and signs form, and forwards to the Catalog & Curriculum Manager.

1) _____ Date _____ 4) _____ Date _____
Department Head/Program Chair *Chair, Graduate Council*

OR

_____ Date _____ *Chair, Undergraduate Curriculum Committee* Date _____
Dean or Associate Dean

2) _____ Date _____ 5) _____ Date _____
*Accreditation Liaison** *Senior Vice President for Academic Administration*

3) _____ Date _____
Senior Vice President for Academic Administration

* Requests to add minor programs to the curriculum do not need Accreditation Liaison review.

REGISTRAR'S USE ONLY

FSA ATLAS _____ SOAXREF _____ SMAPRLE _____
STVMAJR _____ SOACURR _____ Major Code Assigned _____
GWVSDAX _____ CIPC Code _____ Operator Initials/Date _____