

## **GUIDELINES FOR PROPOSALS FOR NEW GRADUATE JOINT DEGREE PROGRAMS**

The proposal for a new graduate degree program must follow the required elements given below.

### **I. Identification**

- A. Schools**
- B. Departments (official full designation of the units)**
- C. Suggested Joint Degree Program Title**
- D. Joint Graduate Degrees to be offered**
- E. Catalog Description**

### **II. Rationale**

- A. Goals and Objectives of the Joint Degree Program**
- B. Justification and Importance of the Joint Degree Program  
(including demand of the professional/subject fields and the type and number of students who are likely to join the program)**

### **III. Admission and Graduation Requirements**

- A. Admission Requirements**
- B. Graduation Requirements**
- C. Graduate Degrees to be Awarded**

### **IV. Program and Curriculum Structure**

- A. Academic Credits Required from Each Party of the Joint Degree Program**
- B. Required Courses from Each Party of the Joint Degree Program**
- C. Required Courses Common to All Parties of the Program (if any)**
- D. Selective Courses from Each Party of the Joint Degree Program**
- E. Thesis/Comprehensive Exam/Special Project Requirement (s) (if any)**
- F. Internship/Practicum Requirement (s) (if any)**
- G. Structure of the Above Courses to be Offered/Rotated Cooperatively**
- H. Limit of Years for Students to Complete the Joint Degree Program**

### **V. Procedure for Program Approval**

- A. Department Approval**
- B. Approval of the Schools**
- C. Approval of the Graduate Council**

### **VI. Documents to be Submitted with the Proposal**

- A. Department Graduate Joint Degree Program Guidelines for Students**
- B. Program Plan Forms**
- C. Evaluation/Revision Plan**
- D. Other Supportive Documents (if any)**