INDIVIDUALLY DESIGNED MAJORS

It is possible for qualified students to design their own major beyond the General Education requirement and within the 124-semester hour graduation requirement, without completing a normal pattern of course work or a traditional departmental major. Students seeking such options shall submit a comprehensive proposal outlining and justifying their plans to the Associate Dean of Undergraduate Studies. This major shall be subject to the approval of the Special Studies and Honors Committee with final approval by the faculty. Unless there are extenuating circumstances (which should be brought to the notice of the committee via a written statement) the individually designed major proposal should be made prior to junior status.

Items that need to accompany the Individually Designed Major proposal:

1. **Statement which**
   a. answers why this major is being proposed.
   b. explains why the regular curriculum cannot accommodate the applicant.
   c. explains the rationale for the proposal.
   d. addresses how fields of study will be integrated, as with a senior project.

2. **Signature of Chair and Appointment of Sponsor**
   Each chair of departments directly involved in the individually designed major must evaluate, approve, sign and provide oversight of the major by appointing a sponsor for the student.

3. **Copies of related major(s) already available on campus from which this individually designed major derives and/or copies of a similar major from another accredited institution.**

4. **Transcript or list of courses student has already taken**
   Courses that are transferred from another institution should have a short explanation as to content.

5. **The individually designed major proposal**
   Each course listed should have a department designation, course number and hours of credit.

Criteria that will be considered in evaluating the proposal:

1. approval of sponsoring faculty,
2. consistency and integrity of the major,
3. rationale for proposing the individually designed major,
4. appropriate distribution of courses and number of hours,
5. sufficient number of upper level hours, and
6. completeness of proposal packet.

It will be the student’s responsibility to write the proposal and to obtain department approval and sponsorship. Copies of existing majors are on the registrar’s office Web page. If the individually designed major is one offered at other accredited institutions, a copy of a similar major should accompany the packet, as stated above. The student should provide: name, campus mailbox number and campus telephone number.

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