

**Student-Defined Program Proposal Template[[1]](#footnote-1)**

Proposed Program Title:

Proposed as (circle one):

* Primary major
* Additional Major
* Minor

If as a primary major, proposed degree (BA or BS):

Student Name:

Student Andrew ID:

Student email address:

Current College/School & Primary Major:

Estimated Semester of Graduation:

Draft date:

Signatures: (should be completed by the Dietrich College Student-Defined Program director, and all faculty and administrators who have reviewed and approved the proposed program.

|  |  |
| --- | --- |
|  |  |
| (signature)  Name 1, Title  Dr. Joseph Devine, Dietrich College Student-  Defined Program Director | (signature)  **Name 2, Title** |
|  |  |
| (signature)  Name 3, Title | (signature)  **Name 4, Title** |

*Add additional signature lines as needed.*

**Introduction (**Approximately: 250 words)

Provide a brief description of the proposed major, additional major or minor. When all of its component parts are put together, what “field of study” does it comprise?

**Curricular plan description and rationale (**Approximately: 1000 words)

Provide a description of the proposed program major and rationale for creating it. Please make sure to cover the following prompts:

* What will be the primary areas of concentration in your coursework? Why? How do you pull them together into a coherent program with inter-connected parts (vs. a disconnected collection of subject areas)?
* How does this proposed course plan develop a depth of knowledge in your proposed concentration areas?
* How does this relate to your educational and career goals?
* Why can it not be accomplished with any existing major or minor combinations at Carnegie Mellon? Sometimes a comparison chart of your proposed courses mapped against the most closely aligned degree audit would be helpful.
* Are there similar degrees offered at peer institutions? If so, please list and provide descriptions (with curricula) of the top 2-4 programs you found in your research.
* Does the proposed program of study make sense as something that Dietrich College would sponsor because of its grounding in one or more areas of the humanities, the social sciences, or the behavioral sciences? Are at least half of the courses in the curriculum for your proposed program (including courses at advanced levels) Dietrich College courses?
* Given available faculty, courses, and other resources, is the proposed major or minor a viable course of study? For example, are the program's “required courses” offered regularly, and will you be able to take them (i.e., are they restricted to students in certain majors, or in such high demand that students outside certain majors are seldom able to enter them)? Are there courses and faculty available in the areas of study reflected in the proposed program?

**Curriculum**

List all courses that you will take as part of this student-defined program, as well as courses counting toward other majors or minors, courses that will count as free electives (i.e., not fulfilling any particular program requirement), and general education courses. This curriculum distribution should reflect your academic audit).

Format for the course listing:

* Should be clustered in appropriate categories and sub-categories: General Education requirements, Primary Major, Additional Major or Minor, Free Electives. If there are multiple focus areas in the proposed program, please present sub listings for each focus area to highlight depth and breadth.
* Include course number, name, and units for each course listed.
* Tally the units for your primary major, general education requirements, proposed student-defined program, and another program(s) that you are pursuing, making sure that the grand total of units for you will meet or exceed the minimum number of units required by your primary major, and the college housing your primary major.

Curriculum chart templates appear below.

Keep in the mind the following:

* Dietrich College student-defined primary majors must complete the general education requirements for Dietrich College. Non-Dietrich primary majors who receive approval for a student-defined Dietrich College additional major or minor must complete the general education requirements of their primary major’s college.
* Guideline about double counting: Our general rule is that no more than two courses that are part of the proposed Dietrich student-defined program can count toward the requirements for another major or minor program. There is no limit on double counting general education requirements for major or minor programs.
* Rigor of coursework – depth of study (advance coursework), quantitative reasoning, etc.
* A senior capstone project or experience is required for all Dietrich student-defined majors (but not minor) programs.

**Curriculum Color Coding Notes:**

|  |  |
| --- | --- |
|  | Indicates a course in the proposed student-defined program that will also count for a general education requirement. No limits. |
|  | Indicates a course in the proposed student-defined program that will also count for a requirement in another major or minor. Limit: 2 semester-long courses (or their equivalent) |

**Proposed Student-Defined Program (underline one: Primary major, Additional Major, or Minor)**

(Add rows as needed)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Course Number** | **Course Name** | **Units for Courses** | **Units for Category** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL UNITS:** | | |  |  |
|  |  |  |  |  |

**Requirements for any other program you are pursuing[[2]](#footnote-2)**

**Underline one: Primary Major, Additional Major or Minor)**

(Add rows as needed)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Course Number** | **Course Name** | **Units for Courses** | **Units for Category** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL UNITS:** | | |  |  |

Insert additional charts as need for the requirements of other programs you are pursuing.

**General Education Requirements[[3]](#footnote-3)**

(Add rows as needed)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Course Number** | **Course Name** | **Units for Courses** | **Units for Category** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **TOTAL UNITS:** | | |  |  |

**Free Electives**

(Add rows as needed)

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Number** | **Course Name** | **Units for Courses** | **Units for Category** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **TOTAL UNITS** | |  |  |

Total Degree Units[[4]](#footnote-4):

**Academic Audit**

If and when approved, an academic audit data set will be created for the student-defined program so that both student and advisor(s) can track academic progress in the program.

1. Revised February 11, 2020 [↑](#footnote-ref-1)
2. Insert a separate chart for each such program and, if relevant, for courses you are taking as Free Electives. [↑](#footnote-ref-2)
3. These should reflect courses taken for the general education requirements for the college housing your primary major. [↑](#footnote-ref-3)
4. Must be at least 360 units for a Dietrich student-defined PRIMARY major. [↑](#footnote-ref-4)