Upda	ted 9/13/17						Req	uired Do	cumentation	on for New	Program Pro	posals, Ch	anges, and Te	rminations							
			VCAA Request to Write Pre- Proposal	ICHE Brief Proposal*	Undergradu ate ICHE Full Proposal Documents	School Program Pre Proposal	Graduate ICHE Full 2- Proposal Documents	Graduate Online or Combined Degrees Concept	Graduate Online or Combined Degrees Proposal	Request for	Request for New Major or	Undergrad uate Request for New	Graduate Request for New Certificate	Library Resource	Liaison Library	Degree	Name Change Cover	Purdue Board of Trustees (BOT) Transmittal	Memo from Chair to Dean	Memo from Chair to Dean, Dir of Graduate School, and VCAA	Graduate Memo from Chan to Purdue Dean of Graduate School
School PU	Degree Graduate**	Proposal Type	Memo	Proposal*	and Tables	Documents	and Tables	Paper	Documents	New Minor	Concentration	Certificate	Documents	Questionnaire	Memo	Cover Sheet	Sheet	Form	and VCAA	VCAA	School
PU	Graduate	New Degree Level	Х			Х	Х							Х	Х	Х		x		Х	
		Certificates: New Stand-Alone	^			Α	^						.,								
		Certificate											Х	Х	Х	Х		х		Х	
		Certificates: New Area Certificate			1								Х	Х	Х	Х		x		Х	
		Degrees: New	X			Х	Х							Х	Х	Х		Х		Х	4
		Degrees: Additional in same discipline	Х			Х	Х							Х	Х	Х		x		Х	
		Degrees: New, Online (>50%)	Х			Х	Х							Х	Х	Х		х		Х	
		Degrees: Existing, to be offered Online (>50%)						Х	Х							Х				Х	Х
		Degrees: Combined (dual) Degrees, both existing						Х	х							х				х	х
		Degree and Cert: Name Change															Х	x		х	
		Cert/ Degree/ Major/ Concentration: Termination														х				х	
		Majors: New									Form GS-28			Х	Х	х			Х		
		Concentrations: New									Form GS-25 or Form GS-25: Interdisiplinary			Х	х	х				х	
		Majors/ Concentrations: Name Change									interdisipiniary						Х			х	
		Transcript Notations																		Х	
PU	Undergradua	ite																			
		New Degree Level	Х		Х									Х	Х	Х		Х	Х		
		Certificates: New Stand-Alone Certificate										Х		х	х	Х			х		
		Certificates: New Area Certificate										Х		Х	Х	Х			Х		
		Degrees: New	Х		Х									Х	Х	Х		Х	Х		
		Degrees: Additional in same discipline	Х		х									Х	Х	х		х	х		
		Degrees: New, Online (>50%)	Х		Х									Х	Х	Х		Х	Х		
		Degrees: Existing, to be offered Online (>50%) Degrees: Dual Degrees (both														Х			Х		
		Existing)														Х			х		
		Degree and Cert: Name Change															X	х	Х		
		Cert/ Degree/ Major/ Concentration: Termination														х			Х		
		Majors/ Concentrations: New									Х			Х	Х	Х			Х		
	<u> </u>	Majors/ Concentrations: Name Change															Х	х	Х	<u> </u>	
		Minors: New								Х				Х	Х	Х			Х		
		Minors: Name Change	1														Х		Х		
		Transcript Notations																	Х		
	* ICHF Brief F	l Proposal need just prior to Board o	of Trustee meeting v	Mhen request	ed																
		, , , , , , , , , , , , , , , , , , , ,																			

Updated 9/13/17		Required Documentation for New Program Proposals, Changes, and Terminations																			
School	Degree	Proposal Type	VCAA Request to Write Pre- Proposal Memo	ICHE Brief Proposal*	Undergradu ate ICHE Ful Proposal Documents and Tables	Graduate I School Program Pre Proposal Documents	Graduate ICHE Full - Proposal Documents and Tables	Graduate Online or Combined Degrees Concept Paper	Graduate Online or Combined Degrees Proposal Documents		Request for New Major or Concentration	New	Graduate r Request for New Certificate Documents	Library Resource Questionnaire	Liaison Library Memo	Degree Cover Sheet	Name Change Cover Sheet	Purdue Board of Trustees (BOT) Transmittal Form	Memo from Chair to Dean and VCAA	Memo from Chair to Dean, Dir of Graduate School, and VCAA	Graduate Memo from Chan to Purdue Dear of Graduate School
	Appendix Appendix Appendix I	niversity Catalog has instruction A: Purdue University Graduate S C: Pre-Proposal Format and Con D: Proposal Format and Content E: Graduate Level, Academic Ser G: Guiding Standards for Advisin H: Combined Degree Program P I: General Proposal Format for C I: Joint Ph.D. and Dual Master's K: Example of a Course Syllabus L: Adding an Online Option to an M: Guidelines for Service on Gro D: Gainful Employment (GE) Cei P: Process to Add a Thesis Optic C: Guidelines for Proposing a N R: Guidelines for Adding an Add S: Request for Approval for Grad T: Proposal to Modify the Grad T: Proposal to Modify the Grad T: Proposal to Modify the Grad	staff Appointments a tent t edit Certificate Progra ran Interdisciplinary ng and Mentoring Gra roposal Review/Appi Combined Degree Pro Degree Program Pro n Existing Graduate Degree Commanduate Degree Commanduate (To Accompanduate (To Accompanduate (To Accompanduate) (To	ams at Purdue I Graduate Progra aduate Student roval Flowchart igrams posal Flowchart Degree Program ittees iny Appendix E roved Nonthesi rogram ption to an App ue a Graduate I	Jniversity am s at Purdue Univ t and Format for Graduate Ce s-Option Master	rtifications Pro r's Degree Prog	ram														

Appendix U: Request for a Concentration

Appendix V: Policy and Academic Process for Requests for Graduate Program Majors by Academic Units