

## Graduate Council Request for New Major

Effective Date: FALL 2026

Submission Date:

Department:

College of:

Contact Person:

Session Based:      Yes      No

Degree:

Modality:

Proposed Major:

New Major – **REQUIRES ACADEMIC PLANNING EXCEL ATTACHED.**

Used to create a new program and requires KBOR approval.

Will become effective the upcoming academic catalog if all approvals received.

**IMPORTANT: NEW MAJOR PROPOSALS SHOULD BE SUBMITTED NO LATER THAN THE OCTOBER LEGISLATION MONTH. THIS IS TO ALLOW GRADUATE COUNCIL APPROVAL KOBOR REVIEW, APPROVAL, AND IMPLEMENTATION FOR THE FOLLOWING FALL SEMESTER.**

### Forms to accompany Approved Proposal

- A. PSU Request for New Major Form (preceding)
- B. PSU Legislative Process Authorization Sign-Off Sheet (preceding)
- C. KBOR Application for New Program, [https://www.kansasregents.org/academic\\_affairs/new\\_program\\_approval](https://www.kansasregents.org/academic_affairs/new_program_approval) or located on the FS website

*The Provost's Office will notify the department, college and Registrar of the completion of the approval process.*

1. Purpose/Justification for Major:

2. Is this new major proposal related to, and/or may affect, any degree program or minor/emphasis/certificate at PSU or any other Regent University? *If "yes", please provide an explanation and **upload with any documentation between departments and/or other Regent Universities.***      **Yes**      **No**

3. Will this change affect any education major? *If "yes," this requirement will need approval of the Council for Teacher Education before submitting to Graduate Studies.*  
   **Yes**      **No**

4. Will additional resources or costs will be required?      **Yes**      **No**  
    If so, what will be needed?

5. Describe the program assessment plan:

- a. Enrollment targets =
- b. Outcome expected and process to evaluate =
- c. Plan to abandon if enrollment targets not met =

Options available and number of hours required.

Proposed

1 Thesis      Hours

2 Applied Research      Hours

3 Course Work      Hours

## Authorization Sign-Off

Checklist: Check once verified.

Academic Planning Excel Attached  
Course Id's match Course Names  
Course hours are correct  
Courses are currently Active

All fields completed  
KBOR forms attached  
Provost Office contacted

-Approved: Department Chair/Director

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

-Approved: College Curriculum Chair

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

-Approved: Dean of College

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

-Approved: Council for Teacher Education, if applicable

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

-Approved: Graduate Council Chair

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Following Graduate Council Approval, SUBMIT SIGN OFF SHEET AND FINAL COMPLETE PACKAGE, in electronic format, TO THE OFFICE OF THE PROVOST (220 RUSS HALL) FOR FORWARDING TO THE KANSAS BOARD OF REGENTS FOR BOARD APPROVAL. (MUST BE ENTERED INTO KBOR PI/CIP SYSTEM AT TIME OF SUBMISSION TO KBOR).