

26/27 Graduate Council Request for New 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.
- **Documentation needed from the Accreditation Liaison Office to authorize this request.**

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.

Effective Date: FALL 2027

Submission Date:

Department:

College of: Select one:

Contact Person:

Degree:

Modality: Select one:

Proposed Major:

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? Select one:

If "yes", please provide an explanation and upload with any documentation between departments and/or other Regent Universities.

3. Will this change affect any education major? Select one:

If "yes," this requirement will need approval of the Council for Teacher Education.

4. Will additional resources or costs be required? Select one:

If so, what will be needed?

5. Describe the program assessment plan:

Enrollment targets =

Outcome expected and process to evaluate =

Plan to abandon if enrollment targets not met =

6. Options available and number of hours required.

Thesis	Hours
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Applied Research	Hours
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Course Work	Hours
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Authorization Sign-Off

Name of New Major:

Checklist: Check once verified.

- ☐ **Confirmation from Accreditation Liaison Office, attach email.**
- ☐ Academic Planning Excel Attached
- ☐ Course Id's match Course Names
- ☐ Course hours are correct
- ☐ Courses are currently Active
- ☐ KBOR forms attached

Department Curriculum Committee

Date: _____ Signature: _____

Department Chair/Director

Date: _____ Signature: _____

College Curriculum Chair

Date: _____ Signature: _____

Dean of College

Date: _____ Signature: _____

Council for Teacher Education, if applicable

Date: _____ Signature: _____

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) for forwarding to KBOR for board approval. (must be entered into KBOR PI/CIP system at time of submission).

Forms to accompany Approved Proposal

- A. PSU Request for New Major Form (preceding)
- B. PSU Legislative Process Authorization/Notification Sign-Off Sheet (preceding)
- C. [KBOR Application](#) for New Program,

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