



## Individualized Major Application

**Student Name:** \_\_\_\_\_

**SNC I.D. Number:** |\_\_\_\_|\_\_\_\_|\_\_\_\_|\_\_\_\_|\_\_\_\_|\_\_\_\_|\_\_\_\_|\_\_\_\_|\_\_\_\_|

**Title of Major:** \_\_\_\_\_

(Limit title to 30 characters or less)

### Advisor(s) or Committee

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
(Primary advisor)

### Individualized Major Guidelines

The Individualized Major Program is available for students who have an unusual breadth of academic preparation, a high level of motivation and perseverance, and the ability to assume independence in undertaking their academic work. This program, designed by the student along with a faculty committee or advisor, is designed to meet the student's individual needs as they pertain to the student's area of concentration. The Individualized Major will contain mostly regular SNC courses with additional special topics, internships, independent study courses, and transfer credits as applicable to meet the student's needs. Specific procedures are as follows:

1. Students have the option of structuring an Individualized Major program on a divisional or cross-divisional basis. Students select an advisor, and together they structure a major program. For interdisciplinary majors two or more advisors may be selected. Students and advisors should consult with colleagues within the College who may have personal expertise and experience within the chosen area of study.
2. Proposals should be submitted by the end of the sophomore year or for advanced transfer students after their first semester.
3. Proposals should be submitted to an appropriate Divisional Associate Academic Dean for initial review. The application will then be forwarded to the Dean of the College for approval. The application is then forwarded to the Office of the Registrar to verify accuracy and policy compliance before final approval.
4. Appeals of denied applications can be made to the Committee on Curriculum and Educational Policy.
5. Upon graduation the Individualized Major along with program title is placed on the student transcript. IM majors qualify for a BA degree unless otherwise petitioned by the student to the Office of the Registrar.

### Specific Requirements for Individualized Majors

1. Majors must have a minimum of 10 courses and with a minimum of 5 courses at or above the 300 level.
2. Applicants are encouraged to include a designated culminating experience or capstone course.
3. Students having a Social Science related major must include SSCI 224 or an equivalent course within their program.
4. Students must provide in their proposal a program rationale, title, individualized statement of academic and career goals and objectives, courses included, and a semester completion plan including General Education.
5. A student pursuing an Individualized Major may not pursue a second major or a minor in a related area.
6. Students pursuing an Individualized Major must be in good standing and are expected to stay in good standing.
7. Once approved, the student is required to monitor their progress for graduation and register in a timely manner for all regular and special courses. All changes to an approved proposal must be submitted to the Office of the Registrar via a completed Substitution Form. Depending on the change requested, the Academic Dean's approval may be needed.
8. All regular graduation requirements (residency, 2.00 GPA in major, major/General Ed double counting, etc.) will apply.
9. If an IM proposal contains any independent studies or arranged course, a supplemental statement of agreement to teach the course by the instructor must accompany the proposal.

**Purpose & Rationale** - Your proposal must contain a detailed and explicit rationale, stating: (a) why an Individualized Major program is appropriate, (b) how it meets your individual academic and career goals including how it prepares you for further study or professional involvement, (c) and how this differs from a traditional major. (Item 4) **Use additional pages as necessary.**

**Summary of Major Program /Semester Outline for Completion Plan**



**Completion Plan for General Studies** - SNC requires that students complete their Upper Biennium General Studies program with courses that are **not included in their majors**, unless they are double majoring. Please list how you have completed or plan to complete your General Studies program. For courses already completed list your grade and semester taken (i.e. GS1 - RELS106 AB Fall 2002). For courses currently enrolled list them as "in progress". For requirements not yet fulfilled, list your desired preferences from the College's approved list of General Studies courses or state "open" if you don't have a preference or are undecided at this time. (Item 4,8)

**Lower Biennium Requirements**

- GS1L - \_\_\_\_\_
- GS2 - \_\_\_\_\_
- GS3 - \_\_\_\_\_
- GS4 - \_\_\_\_\_
- GS5 - \_\_\_\_\_
- GS6 - \_\_\_\_\_
- GS7 - \_\_\_\_\_
- GS8 - \_\_\_\_\_
- GS9/W - \_\_\_\_\_

**Upper Biennium Requirements**

- GS1U - \_\_\_\_\_
- GS10 - \_\_\_\_\_
- GS11 - \_\_\_\_\_
- GS12 - \_\_\_\_\_

**Other Program Completion Goals (item 5)**

1. Do you plan to pursue a second major or a minor in addition to this proposed major?

\_\_\_\_\_ Yes      \_\_\_\_\_ No

1a. If you answered yes to Question 1, please list the program(s) you plan to pursue below and complete 1b.

Second Major: \_\_\_\_\_

Minor(s): \_\_\_\_\_

1b. How are the programs you listed in 1a. different and/or complementary to your Individualized major?

**Required Courses:** (Items 1,4)

List each required course and describe its purpose in the major. Describe independent studies/ research/ and internships.

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Course ID                  Course Title

Purpose:

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Course ID            Course Title

Purpose:

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Course ID            Course Title

Purpose:

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Course ID            Course Title

Purpose:

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Course ID            Course Title

Purpose:

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Course ID            Course Title

Purpose:

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Course ID            Course Title

Purpose:

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Use additional pages if necessary

**Supporting Instructor Statement for Independent Studies and Arranged Courses: (Item 9)**

If this proposal contains any Special Courses (arranged or independent studies – including a culminating project or course) please indicate the course, the instructor, the term you will take the course and have the instructor who has agreed to teach this course sign.

Course ID                      Course Title

Term to be taken:

Instructor Name:

Instructor Comments (if any):

Instructor Signature: \_\_\_\_\_  
.....

Course ID                      Course Title

Term to be taken:

Instructor Name:

Instructor Comments (if any):

Instructor Signature: \_\_\_\_\_  
.....

Course ID                      Course Title

Term to be taken:

Instructor Name:

Instructor Comments (if any):

Instructor Signature: \_\_\_\_\_  
.....

Use additional pages if necessary

**Evaluation Plan** - Your proposal must state how and when your program will be evaluated to indicate whether your learning goals have been met. (Item 4) You have two options for evaluation **please choose A or B** below.

I choose evaluation plan \_\_\_A \_\_\_B.

**A.** Develop a portfolio of papers, presentations, projects, etc. as you proceed through your major. In your last semester, write a paper outlining what you learned during your course of study and how the items in your portfolio contributed to your learning and your goals. Send the paper and your portfolio to the Office of Institutional Effectiveness during your last semester before graduation. You may send your portfolio and paper to your advisor(s) for review and comment before submission.

**B.** List below any agreed on learning outcomes you and your advisor(s) have decided on and how you plan to measure them. A summary of your learning outcomes should take place your last semester at SNC by you and your advisor(s) and be submitted to the Office of Institutional Effectiveness.

1. Learning Outcome:

Measurement Method:

2. Learning Outcome:

Measurement Method:

3. Learning Outcome:

Measurement Method:

**Description of Capstone Experience** - A senior thesis or similar capstone experience, integrating all aspects of your major, is encouraged in the program design. Please describe what your capstone experience will be and the role of your advisor or committee in your experience. (Items 2, 4)

**Advisor / Committee Endorsement & Approvals:**

Obtain the signatures of your advisor(s) or committee members:

Advisor/ Committee Member: \_\_\_\_\_ Date: \_\_\_\_\_  
Comments on this proposal:

Advisor/ Committee Member: \_\_\_\_\_ Date: \_\_\_\_\_  
Comments on this proposal:

Advisor/ Committee Member: \_\_\_\_\_ Date: \_\_\_\_\_  
Comments on this proposal:

**PLEASE BRING THIS PROPOSAL TO THE APPROPRIATE ASSOCIATE ACADEMIC DEAN FOR REVIEW.** Your proposal will then be forwarded on to the Academic Dean for approval. This proposal will be accepted or rejected as is or returned to the student for revision, additional comment or clarification, or suggestion.

Divisional Associate Dean Endorsement: \_\_\_\_\_ Date: \_\_\_\_\_  
Comments on this proposal:

Academic Dean Endorsement: \_\_\_\_\_ Date \_\_\_\_\_  
Comments on this proposal:

Office of the Registrar Review: \_\_\_ Proposal Has Met All IM Requirements \_\_\_/\_\_\_/\_\_\_