Guidelines for Developing and Submitting 4+1/Accelerated Program Proposals

1. Follow all credit requirements as discussed in the following resources:
   a. Catalog: https://catalog.ndsu.edu/academic-policies/degree-and-graduation/#accelerateddegreeprogramsugrdtogradtext
   b. Declaration Form: https://www.ndsu.edu/fileadmin/facultysenate/ucc/accelerated-programs.pdf

2. Submission of combined bachelors/masters will be submitted as a Program Change in Course Leaf. You will be adding a new pathway to the existing Bachelors Plan.
   a. Applies if both degree plans currently exist within NDSU.
   b. If one or both of the degree plans are new, new programs first need approved through the SBHE. See proposal procedures at: https://www.ndsu.edu/facultysenate/committees_1/ucc/new_programs/

3. For proposed 4+1 programs involving multiple academic units (including inter-institutional collaborations), proposal should be initiated by the bachelor’s program with supporting documents from the master’s program.

4. Submit a complete plan of study that accounts for all credits expected by enrolled students. IMPORTANT: This is to ensure students will adequately receive all eligible financial aid opportunities available to them.

5. Provide a detailed description of terminal project expectation for candidates.
   a. Thesis (Plan A)
   b. Non-thesis project (Plan B)
   c. Coursework only (Plan C)

6. Justification Section in Course Leaf:
   a. Include a labor market report initiated by Jeff Boyer, Director of Assessment & Accreditation
   b. Describe the need for this new pathway, benefits to candidates, benefits to programs, employment opportunities, etc. and any pertinent information supporting the development of this pathway option.
   c. Also include a plan and description for program(s) to promote this new pathway to students (recruitment plans).
Notes:

1. If modifications to the existing standalone master’s program are anticipated as a result of a new 4+1 plan of study, departments need to consider submitting a new pathway proposal and plan for the existing master’s program.

   For example, if a non-thesis route is planned for the 4+1 plan of study and one does not currently exist within the masters, a non-thesis plan of study (Plan C) needs to be submitted as a master’s program change as well.

2. Workflow in Course Leaf for the addition of a 4+1 will route through the Graduate Council for review, even if initiated at the bachelor’s level.

Approved:
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