

## School of Liberal Arts SELF-DESIGNED MAJOR PROPOSALS

A student with a **3.5** GPA may construct a unique self-designed coordinate major program of study by grouping courses from different academic departments and programs primarily in Liberal Arts. While interdisciplinary in nature, a self-designed major should be focused and not too broad in scope. Self-designed major proposals require a petition to the Committee on Undergraduate Academic Requirements, which may grant approval after review of the following information.

### **I. The Proposal:**

The proposal for a self-designed major must include the following:

#### **A. General information:**

- a) Student name
- b) Class standing
- c) GPA
- d) Primary major
- e) Title of proposed coordinate major
- f) Nearest Tulane major equivalent(s), if any
- g) The name of the Faculty Advisor of the self-designed major (full-time faculty members excluding visiting professors)
- h) Two other committee members (full-time faculty members excluding visiting professors). At least one committee member should be in a different department than main faculty advisor.

#### **B. Detailed rationale for self-designed option explaining:**

- a) why existing majors do not satisfy the student's objectives
- b) the benefits and merits of the proposed major

#### **C. Proposed Course of Studies, including alternatives, where applicable:**

Students should be aware that a self-designed major **cannot** be the primary major.

List of proposed courses and alternates, including:

- a) A minimum of 10 courses and maximum of 14 in the proposed major.

Students may elect to complete more than one major. They must complete all courses for each major and **a total of at least 18 different courses in the two majors**. At least half of the course work required for majors must be completed at Tulane University.

- b) The list of proposed courses should be as specific as possible with at least five core courses and a minimum of seven elective courses, from which the student will select a minimum of five. The Faculty Advisor should make a reasonable effort to ensure that proposed courses will be offered within the student's graduation timeline.
- c) A maximum of 2 introductory courses in any single department
- d) A minimum of half the courses for the major must be at or above the 3000 level. In addition, at least two courses must be at or above the 4000 level
- e) A capstone course may be included but is not required in the self-designed major.

**D. Approvals:**

- a) Statement of support from each member of the student's self-designed major advising committee (for Committee Members: please follow and turn in CUAR checklist).
- b) Statement(s) of support from undergraduate curriculum coordinator(s) for any department contributing 3 or more courses to proposed major.

Approvals are considered on individual bases.

**II. Timing:**

- a) A student should normally apply once s/he has completed 50% of the intended self-designed major.
- b) Proposals to CUAR are expected to be submitted not earlier than the 5<sup>th</sup> semester and no later than the second month of the student's 6<sup>th</sup> semester.
- c) Petitions submitted after October 1<sup>st</sup>/March 1<sup>st</sup> are not guaranteed review.

Because these proposals typically require a process of review and resubmission, you should submit a self-designed major proposal as early as possible. The Committee looks carefully at the rationale you provide, and also at the comments from your faculty advisor and the departments whose courses you incorporate into the proposal. The Committee looks carefully to make sure that the self-designed major is rigorous (e.g., that the courses listed are comparable to the requirements of the departmental major) and may recommend and require alternatives that it feels better satisfy your stated objectives.

### **III. Deviations:**

SLA Faculty members and representatives serving on the Committee on Undergraduate Academic Requirements (CUAR) recognize that students may need to alter previously approved requirements and course sequencing for the self-designed majors. Any subsequent deviations from an approved self-designed course of studies must be re-petitioned as early as possible, as when listed courses are not being offered to meet the student's timeline for graduation.

a) All requests for changes to approved self-designed course of studies must include specific rationale and justification for the deviation. Ad hoc, unjustified deviations will not be accepted by CUAR.

b) CUAR will not accept requests for changes to approved self-designed majors after April 1 or November 1 of the student's penultimate semester before graduation

c) The student's chair and all three committee members must approve and sign-off on all requests for deviations to the approved self-designed major.