

## School of Liberal Arts SELF-DESIGNED MAJOR PROPOSALS

A student with a 3.00 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 only a limited number of alternatives. 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
- e) A capstone course may be included but is not required in the self-designed major.
- f) At least 6 courses in the proposed major must be taught at Tulane or come from courses taught by Tulane faculty abroad/field studies.

**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 alternatives that it feels better satisfy your stated objectives. 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.

#### **4) CHECKLIST FOR THE COMMITTEE ADVISOR AND COMMITTEE MEMBERS**

**(School of Liberal Arts SELF-DESIGNED MAJOR)**

**Note: The Advisor and committee should make the student aware that a self-designed major cannot be a student's primary major, i.e., it is a coordinate major.**

**The Advisor and Committee for a student's self-designed major should:**

- 1) Discuss the rationale of the planned major with student**
- 2) Assist the student in developing a coherent proposal for the major**
- 3) Assure that the courses chosen constitute a well-rounded study of the proposed subject(s)**
- 4) Answer the following questions:**
  - a. Do the Advisor and Committee foresee any problems with course offerings that student plans to take? That is, will these courses be offered with the regularity needed to allow the student sufficient opportunities to take them?**
  - b. Are there any pre-requisites that student has not met that are needed for the upper-level courses in the proposed program? If so, will the student be able to take both the pre-requisites and the major courses within the allotted timeframe?**
  - c. What particular strategy will you use to mentor the student through the completion of the self-designed major?**