# **New Program Option**

### **IDEA STAGE**

Conversations with:

- Faculty/Deans/Chancellors;
- PCE (fee based programs);
- Contact Office of Academic Affairs & Planning (OAAP) in the Graduate School on review process;
- Other stakeholders.



## PROPOSAL DEVELOPMENT

- Faculty lead contacts the Office of Academic Affairs and Planning (OAAP) for proposal guidelines;
- Unit contacts Student Financial Aid;
- OAAP reviews draft proposal and MoA (fee-based programs).



### **FINAL PROPOSAL**

Includes final
Memorandum of
Agreement (for fee based programs);
OAAP Review and
Approval.



#### LAUNCH

- Unit works with Graduate Enrollment Management Services (GEMS) to create academic profile;
- Program review consistent with unit scheduled review.



#### **CREATE CODE**

OAAP directs Registrar to create new program code.