

Instead of the academic majors listed in the catalog, a student may choose to develop an individualized major designed to meet his or her needs and interests. If the student wishes to consider such a possibility, he or she must discuss it with his or her academic advisor. Any such programs must meet all of the following conditions:

1. The proposal must contain a block of 48-60 credits chosen according to a coherent organizing principle based on the student's needs and interests. That principle must differ significantly from those underlying standard majors. The proposal must make a clear, explicit, and convincing case for the theoretical and/or practical interconnectedness between the departmental disciplines. It is recommended that proposals also specify why, on balance, it is worth sacrificing more depth in each discipline in order to gain the particular individualized perspective proposed.
2. When two disciplines or fields are included, the proposal must show why the need met by the proposed individualized major cannot be met by any other single major, double major (two stand-alone majors), or multi-disciplinary major.
3. The proposal must contain junior level (300) courses from at least two standard disciplines or fields. In at least one of these disciplines or fields, work at the senior level (400) must be selected.
4. The proposed major must show how all other requirements for majors are met (e.g., the speaking, writing, and computing competencies). The requirements of the major must include the required upper division hours.
5. The proposal must include a culminating experience at the senior level (400), focused upon the organizing principles of the major and in the form of a senior seminar, internship, or directed study.
6. All general education provisions of the curriculum must be observed. No more than three (3) courses may be used in the major and to fulfill a general education requirement.

The following procedures shall be observed in preparing and obtaining approval for Individualized Majors:

1. The student obtains application forms and instructions in the Office of the Registrar or on their web site.
2. The student and the advisor shall jointly prepare an application, expressing the organizing principle and listing the courses that will make up the major. The student should have an advisor from each department from which they are taking 9 or more credits toward their individualized major program.
3. If nine (9) or more credits are to be taken from any single department, the chairperson of that department must approve the proposal.
4. A review committee composed of three faculty, the Registrar, and the divisional dean in the area of the first advisor will evaluate the proposal. The divisional dean is responsible for forming this committee and calling the meeting. (If the proposal follows a previously approved program, the Registrar will approve it and place it on file.)
5. The student submits **the application with two additional photocopies** to the Registrar (M100). All proposals must be submitted and approved by the end of the first regular semester of the student's junior year. When the proposal has been approved, one copy will be filed in the Registrar's Office, one copy will be sent the student, and one to the advisor.
6. Programs that are rejected may be, upon appeal, reviewed by the appropriate Divisional Affairs Committee (DAC).
7. An approved program may subsequently be amended with the approval of the student's advisor(s) and the Registrar.

Individualized Major Proposal

Bethel University

Please return this form to the Office of the Registrar

Please Print: Name _____
Last First Middle

Date _____ ID # _____ Campus Box _____

1. Circle your year in school: FR SO JR
2. What was your first term and year at Bethel? Term _____ Year _____
3. If you left Bethel for one semester or more, indicate term and year you returned: Term _____ Year _____
4. Anticipated Graduation Date: (month/year): _____

Title of Major: _____

(Choose carefully. This title will become the official title of your Major and will appear on all transcripts)

Instructions:

1. On separate sheets, respond to all six (6) conditions listed on the attached policy statement. Number each section, 1 through 6, according to the condition being addressed. *Every one of the six conditions requires a response.*
2. List all courses (course number, course title, and credits) to be included in the individualized major. (Your course list should look similar to majors listed in the catalog.) **No more than three (3) courses may be counted for both General Education and Major requirements.**
3. Secure the signature of an Academic Advisor and Department Chair from each department represented by three (3) or more courses.

Primary Advisor Signature: _____ Dept: _____ Chair: _____

Second Advisor Signature: _____ Dept: _____ Chair: _____

Third Advisor Signature: _____ Dept: _____ Chair: _____

4. Submit the complete proposal with two additional photocopies to the Registrar.

Registrar's Office Use Only

Divisional Dean notified: Div. Dean: _____
Date: _____

If approved, Registrar Signature: _____ Date: _____