**Proposal Template for Minor, Pre-Major, Certificate,**

**and Credential Programs**

Catalog Copy will be created on the new program proposal form in Modern Campus Curriculum™. Information contained in the catalog represents a university contract with students.

1. Name of the school submitting the request, the exact title of the proposed program, and type of program.

Department / College submitting request:

Program Title:

Program Type Requested:

1. Purpose and need of the proposed program.
2. New courses to be developed. **[**If new courses are included in the program, *NEW COURSE REQUEST* forms MUST BE SUBMITTED.**]**
3. List of required courses, by catalog number, title, and units of credit.

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| ***Required Courses for the program*** | | |
| *Course* | *Course Title* | *Units* |
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| *Total Units Required* | |  |

1. If the program is to be offered in a location other than the Fresno State campus, specify the location(s). Programs proposed for off-campus or alternate modality (e.g. online) may be subject to Substantive Change Review, consult the Office of Undergraduate Studies for additional information.
2. Who are the students targeted for this program? How many students do you expect to be enrolled?
3. If a minor or certificate - Does your program have other minors or certificates in place? If yes, how many courses overlap between programs?