

KEENE STATE COLLEGE
INDIVIDUALIZED MAJOR
ADMINISTRATIVE PROCEDURES

An interdisciplinary program of studies, appropriately designed (1) to enhance the student's ability to integrate and synthesize content and/or method from two or more academic disciplines and (2) to satisfy an individual student's educational interests or career objectives. An individualized major must be identified by a title and list of courses that differ from all existing undergraduate majors currently offered by the college. Traditional and non-traditional students may propose an individualized major by observing the established policies and procedures. Individualized Major forms are available in the Academic and Career Advising Center.

I. DEGREE REQUIREMENTS:

All bachelors' degrees require a minimum of 120 credits. Normally a B.A. totals 120 credits and a B.S. 126 credits. Each program of study is divided into General Education requirements, the major and electives.

A. GENERAL EDUCATION REQUIREMENTS:

Established by the college, the General Education requirements are the same for all baccalaureate programs. These requirements seek to broaden, deepen and integrate understanding of the most significant aspects of humanity's heritage. These studies also enhance the student's capacity for aesthetic enjoyment, critical thinking, creativity, abstract and logical reasoning, and oral and written communication. Minimum requirements of 42 credits provide an opportunity to work toward these goals.

It is also recommended that students develop competence in a second language, acquire or enhance computer literacy, select an experiential learning opportunity in which discipline-based knowledge can be applied in a real-life setting, and continue their general education throughout the baccalaureate program. All students are urged to complete at least one interdisciplinary course approved for such purposes by the College Senate Curriculum Committee.

B. MAJOR REQUIREMENTS:

Usually established by the academic discipline, the focus of the Individualized Major program of studies is designed by the student in consultation with an advisory committee, subject to the approval of the Associate Vice President for Academic Affairs. The application must be completed and submitted prior to the final 30 credits in the degree program.

AN INDIVIDUALIZED MAJOR:

1. Must consist of at least 36 credits, of which 18 must be numbered 300 or above.
2. Must include courses from a minimum of two academic disciplines. Two disciplines in the major must consist of a minimum of 15 credits each.
3. May include up to 15 credits of Independent Study/Contract courses (498).

C. ELECTIVES:

Selected by the student, elective courses are usually related to personal and professional interests of the student.

II. PROCEDURES:**A. PROCESSING THE INDIVIDUALIZED MAJOR:**

1. **ADVISORY COMMITTEE** - The student selects an Advisor of Record from the principal discipline and an additional faculty member from each secondary discipline represented in the individualized major. All committee members must be full-time faculty.
2. A meeting of the committee is called to discuss the proposed major and to assist the student in designing the program of studies.
3. The proposed Individualized Major must be signed by the student and co-signed by faculty members of the advisory committee prior to approval by the Associate Vice President for Academic Affairs. Approval must occur at least three weeks prior to registration of the semester during which the Individualized major is to be declared.
4. Copies of the approved proposal will be distributed to the student, each member of the advisory committee and the Registrar. The original will be retained in the Office of the Associate Vice President for Academic Affairs.

B. COMPLETING AND MODIFYING THE INDIVIDUALIZED MAJOR

1. The student is responsible for (1) completing all GENERAL EDUCATION REQUIREMENTS, (2) progressing through the INDIVIDUALIZED MAJOR program as approved by the advisory committee and the Associate Vice President for Academic Affairs, and (3) enrolling in sufficient ELECTIVES to fulfill credit requirements for the degree.
2. All changes to the Individualized Major program must be co-signed by the advisory committee members and approved by the Associate Vice President for Academic Affairs. These amendments must be in writing and accompanied by appropriate rationale.

KEENE STATE COLLEGE
INDIVIDUALIZED MAJOR PROPOSAL

TITLE

(Be brief, but descriptive. Title will appear on your transcript.)

I. GENERAL INFORMATION:

Date of Proposal _____

Last Name _____ First _____ MI _____ ID No. _____

Campus Address _____ Phone _____

Home Address _____ Phone: _____

E-Mail Address: _____ FAX #: _____

Degree _____ Expected Date of Completion _____
(month/year)

II. RATIONALE FOR PROPOSAL:

(In a paragraph or two, explain your reasons for designing this particular Individualized Major).

III. PROGRAM DESCRIPTION:

The completion of the following courses with a cumulative grade point average of 2.0 or higher will satisfy the requirements for graduation from Keene State College.

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A. GENERAL EDUCATION REQUIREMENTS: (42 credit minimum)

<u>Discipline Number</u>	<u>Course Title</u>	<u>Grade</u>	<u>Credit</u>	<u>Sem.</u>	<u>School</u>
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ENGLISH LANGUAGE COMPETENCE : - ENG 101 is required of all students.

ENG 101	Essay Writing	_____	_____	_____	_____
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ARTS & HUMANITIES - 5 courses totaling at least 15 credits as follows: One course in literature.

One course in Literature _____
 Any English course other than Eng 101, 202, 203, 204, 205, 301, 302, 303, 310, 311, 382.
 FR 340 or FR, GER or SP 498 -are acceptable when topics focus on French, German or Spanish literature.

HIST	_____	_____	_____	_____	_____
ART, COMM, FILM, MU or TAD	_____	_____	_____	_____	_____

Two courses from Arts and Humanities disciplines: AMST, ART, COMM, FILM, ENG, FR, GER, HIST, JRN, ML, MU, PHIL, SP, TAD or an approved interdisciplinary course (designated IDAH).

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

SOCIAL SCIENCES: Four courses totaling twelve (12) credits in three of the Social Science disciplines: ECON, GEOG, POSC, PSYC, SOC or an approved interdisciplinary course (designated IDSS).

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

SCIENCES/MATHEMATICS - 4 courses totaling at least 12 credits: One BIOLOGY course, One PHYSICAL SCIENCE course, (ASTR, CHEM, GEOL, MET or PHYS), and two courses from Sciences/Math disciplines: ASTR, BIO, CHEM, CS, ENST, GEOL, MATH, MET, PHYS or an approved interdisciplinary course (designated IDSM).

BIO	_____	_____	_____	_____	_____
PHYS SCI.	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Total Credits/General Education _____

