



Intent to Create New Academic Program Office of the Provost

This form includes a subset of questions that are required for new academic programs. This form must be reviewed by the appropriate Dean(s) and approved by the Provost before a full proposal is submitted to the Board of Undergraduate Studies and/or the Graduate Studies Coordinating Board for review.

1. General

- a. Name of College/School/Institute submitting proposal: _____
- b. Person to contact regarding the proposal: _____
- c. Title of proposed program: _____
- d. Degree(s) or credentials to be offered: _____

2. Rationale

- a. Purpose of the application:

- b. Please list related programs and describe how the proposed program is distinct from others presently offered at LUC.

3. Market Analysis

- a. Please attach Market Analysis to this form (conducted through LUC's Enrollment Systems Research and Reporting/ Enrollment Management [ESRR; theuer@luc.edu]) Market Analysis Attached



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b. Please list new internal and external markets for the proposed program:

c. Please demonstrate how the new program will attract significant number of prospective students who may not have otherwise applied to LUC:

d. Please state tuition pricing analysis and projections:

4. Curriculum

a. Please list total credit hours for program: _____



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- b. Please list the courses (name and number, e.g., CHEM 101) that will be used for this new program. For each course, please designate it as New (N) or Existing (E).

5. Resources

- a. Please attach a 3-5 year revenue and expense summary using the New Program Budget Template (please contact your School/College/Institute's Budget Administrator for assistance).

Revenue and Expense Summary Attached

Assurance of College/School/Institute Level Endorsement:

Academic Unit Head: _____ Date: _____

Dean* _____ Date: _____

Dean* _____ Date: _____

Dean* _____ Date: _____

* Please include the signature of any Dean who oversees curriculum related to this proposal. The signature indicates that the Dean endorses the creation of this new program.