

CHECKLIST FOR INDEPENDENT MAJOR APPLICATIONS
Updated by CEP Spring 2009

This checklist is provided to help to ensure that your application for an Independent Major is complete. **Applications will be considered only after all the materials listed below are provided.**

PLEASE PRINT OUT THIS CHECKLIST, COMPLETE IT, AND ATTACH IT TO YOUR APPLICATION. Thank you!

(See “Guidelines for Independent Majors” for fuller information.
<http://senate.ucsc.edu/cep/indMajguidelines.pdf>)

_____ **Your proposal** laying out the rationale for the major and what it will encompass, and also explaining how you will complete the senior exit requirement and the Disciplinary Communication requirement. See guidelines for questions to address.

[The name and content of the individual major must be distinct from those of any approved major program or of any possible double or combined major made up of approved major programs.]

_____ **Petition form**, signed by your committee chair (who must be a Senate Member, that is, an Assistant, Associate, or Full Professor, or an SOE Lecturer) as well as two further faculty sponsors (Senate members or continuing Lecturers). The Petition form must also be given to your college academic preceptor who will forward the petition on to CEP.

_____ **Letter of support** from the chair of your independent major committee.

_____ **List of courses** (approved by your committee) that you plan to take in satisfaction of the requirements of the independent major. It must contain:

_____ The specific number of a) lower-division and b) upper-division courses the student will complete for the major. (There must be a minimum of 10 five-credit courses of which 8 must be at the upper-division level.)

_____ A detailed list of the courses you plan to take to fulfill the requirements of the major.

_____ A separate list of up to 5 alternative courses (approved by your committee), should the preferred courses be unavailable. To determine the list of alternate courses, first consider what makes the list of proposed upper-division courses unified and coherent; and second, use this in deciding what alternate courses it makes most sense to include.

_____ A **proposed schedule** for completion of degree requirements. Indicate all courses that you have already completed toward your proposed individual major plan.

_____ **Your academic transcript**. Attach your current unofficial transcript (printed from AIS). Check with your college to see if they will be printing this for your petition or whether you need to do so.