

WELLS COLLEGE

INDIVIDUALIZED MAJOR PROPOSAL

Name: _____ Date: _____

ID#: _____ Expected semester/year of graduation: _____

Class of _____ Transfer student: [] Yes [] No

Instructions: Complete all questions on this application. Return completed form, including advisors' signatures and letters of recommendation to the Registrar's Office: Macmillan 202.

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ADVISORS (print names):

Advisor: _____

Advisor: _____

Proposed Title of Individualized Major: _____

APPROVAL (signatures – the two "IM" advisors must also submit letters of recommendation to the Registrar's Office commenting on the student's performance and motivation for an individualized major and on the intellectual integrity and soundness of the proposed program):

Advisor _____ Date: _____

2nd Advisor: _____ Date: _____

Current Advisor: _____ Date: _____

(For Information Only)

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(For Committee Use Only)

Committee Action: [] Approved [] Not Approved [] Approved with conditions (see below)

Comments:

_____ Date: _____ Chair,
Curriculum Committee

Name: _____

Proposed Title: _____

1. **STATEMENT OF PURPOSE:** Prepare a statement about the specific educational goals and intellectual integrity of the proposed program. Include the ways in which the Individualized Major better satisfies your stated goals than a standard major or standard major and minor. An Individualized Major shall not substantially duplicate an existing major. An Individualized Major must have a clear focus; describe your focus in this statement. At least two disciplines must be substantially represented, and you may comment on how the courses you propose contribute to your focus. (Please type the statement on this page or attach a word-processed copy.)

2. **How will you satisfy the requirement for IM 401? (Normally the two advisors direct IM 401).** Indicate what method of evaluation you plan, and if your statement of goals (page 2) does not address how the evaluation will tie the elements of the major together, describe the integrative aspects of it. (Please type your description on this page or attach a word-processed copy.)

Name: _____

Proposed Title: _____

3. **LIST ALL COURSES** that will be included in your Individualized Major. For more specific instructions, follow the *Policy/Procedures/Regulations for Individualized Majors attached on page 4*. An “IM” shall require a minimum of 36 semester hours and adhere to the College regulations governing the maximum number of semester hours permitted in a major: a maximum of 65 semester hours total and a maximum of 45 semester hours in one discipline. It shall include at least 18 semester hours of work at the 300 level and above. At least two courses below should have been completed, with grades of C or above. All courses taken **must** be listed in the Wells Catalog.

	Sem/Yr taken or to be taken (e.g. Fall '19)	Course Discipline & Number (e.g. PSY 101)		Course Title	Semester Hours	Grade Earned
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.		IM 401		Senior Essay/Project Individualized Major	4	
					Total	

Minimum Cumulative GPA at time of proposal: 3.0
(Revised November 2018)

WELLS COLLEGE

POLICY AND PROCEDURES FOR INDIVIDUALIZED MAJORS

POLICY:

Each Individualized Major is expected to meet the philosophical and educational goals of Wells College and to afford the student maximum exposure to the breadth and depth of a liberal education as well as an opportunity to undertake advanced work in an area of special interest.

PROCEDURES:

Use this checklist to work through the procedures for an Individualized Major (“IM”). The proposal must be completed by March 1 of the sophomore year for four-year students, and for transfer students with junior standing no later than the end of the sixth week of the first semester enrolled at Wells.

- _____ 1. **Print out from the “Globe” an unofficial transcript** for faculty to see for advising purposes.
- _____ 2. **Make an appointment to meet with the Registrar’s office (Macmillan 202)** either in the first semester of the sophomore year or no later than February 15 in the second semester of the sophomore year. The Registrar’s office will give you the *Individualized Major Proposal* form at this meeting. You should also meet with one or two appropriate faculty members to discuss possible features of the planned Individualized Major.
- _____ 3. **Secure the agreement of two faculty members** willing to serve as advisors. One should be chosen to be the administrative liaison (signs all forms that need the advisor’s signature) for your planned Individualized Major. You shall normally have taken or be taking at least one course from each of the two faculty members who will be your advisors.
- _____ 4. **Discuss the details** of the major and review with the two chosen faculty advisors. It could also help you to “map out” when you will take your planned courses semester by semester
- _____ 5. **Review the planned details** with the Registrar before submitting the proposal.
- _____ 6. **Prepare the final draft of the *Individualized Major Proposal*** with appropriate consultation with faculty and the Registrar’s office.
- _____ 7. **Bring the *Individualized Major Proposal* to the Registrar’s Office** by March first of the second semester of the sophomore year. For transfer students with junior standing, submit the proposal no later than the end of the sixth week of the first semester enrolled at Wells. Final review and approval rests with the Curriculum Committee.

** Proposals submitted after the established deadlines may not be reviewed. **