

# RUTGERS

Campus at Camden

## Request to the Academic Policy & Courses of Study Committee for a Student-Proposed Major

Students are reminded that all student-proposed majors must be submitted and approved by the Academic Policy Committee at least one year in advance of their expected graduation date.

*To the student: As a first step, be sure to discuss your proposed major in detail with your intended adviser. Based on that discussion, complete part A (page 1) as well as C, D, and E (page 2), attach a rationale for the major including any role it will play in your intended career, and also attach a current transcript. Present that packet of material to 1) your adviser, 2) your co-adviser, if any, and 3) the appropriate department chairperson for their endorsements in Part B. Then submit the packet to the Office of Academic Advising who will forward it to the Academic Policy & Courses of Study Committee.*

**Part A. To be completed by the student:**

**Title of proposed major:** \_\_\_\_\_

**Name of proposer:** \_\_\_\_\_

*How should the Committee quickly contact you if we have questions?*

Email address? \_\_\_\_\_

Daytime phone #? \_\_\_\_\_

*To what address should the Committee send you its written decision?*

Campus address? \_\_\_\_\_

Home address? \_\_\_\_\_

**Part B. To be completed by the faculty:**

**Approval of adviser:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Statement of support from the advisor (attach additional sheet if desired): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Approval of co-adviser, if any:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approval of chairperson of the department who courses make up the 15 or more credits at the 300-level or above (see reverse side):**

\_\_\_\_\_ **Date:** \_\_\_\_\_

**Approval of the chairperson of the Academic Policy & Courses of Study Committee:**

\_\_\_\_\_ **Date:** \_\_\_\_\_

