

**MONTCLAIR STATE UNIVERSITY
NEW PROGRAM CONCEPT
APPROVAL FORM**

PURPOSE: The purpose of this form is to acquire an overall sense of the proposer's plans for a new degree program prior to the launch of a full market study

DIRECTIONS: To the best of your ability, provide brief answers to the following questions. As this is an initial proposal, it is understood that not all information may be fully fleshed out at this time.

Once complete, obtain your Dean's signature and forward the completed form to either - Barbara Ritola (ritolab@mail.montclair.edu) [Undergraduate programs] or Rebecca Shiffer (shifferr@mail.montclair.edu) [Graduate programs] as appropriate.

Once the proposal is received by either TGS or the Provost's Office, you will be contacted if authorization for a full market study has been approved.

**NB: Endorsement of this proposal document by the Dean is required before a market study can be authorized*

Name of Proposed Program: _____

Degree Type: _____ Desired program start date: _____

1. Who is the student market for this program? What evidence suggests there is a DEMAND for this program and that MSU is the right school to offer it?

2. Please provide a high level (3 sentence) overview of the program's content?

3. What do you expect this program will accomplish for your department?

10. What kinds of collaborations or partnerships with external (or internal) organizations or units might be possible? For example, possible professional organizations (organized by profession or employee type for example), or non-corporate (e.g., hospital) or corporate (e.g. PSEG) entities.

I have reviewed the proposal and it has my approval to move forward.

College/School Dean

Date

As a reminder, once signed, forward the completed form to the following:

[Undergraduate programs] - Barbara Ritola (ritolab@mail.montclair.edu)

[Graduate programs] - Rebecca Shiffer (shifferr@mail.montclair.edu)