Figure 1. New Academic Program Planning Process (Effective September 1, 2012)

**Program Director/Program Faculty**
Prepare form titled “Request to Plan (A New Degree Program – Any Delivery Method)” and 1-page concept paper addressing the 7 guiding principles and contacts the Graduate School (ghodge@ncsu.edu) or Division of Academic & Student Affairs (kirby@ncsu.edu) to obtain an assigned tracking number for “Request to Plan”

**Program Director/Program Faculty**
Submits “Request to Plan” and 1-page concept paper to the appropriate College(s) Dean(s)

**Lead Dean(s) and Council of Deans**
Lead Dean(s) presents proposal to the Council of Deans who makes recommendations relative to approval and priority

**Provost**
Grants approval for continued planning and submission to the appropriate College(s) committee(s)

**College Level Undergraduate or Graduate Curriculum Committee(s)**
Reviews/approves “Request to Plan”

**University Courses and Curriculum Committee or Administrative Board of the Graduate School**
Reviews/approves “Request to Plan”

**Provost**
Receives recommendations and submits “Request to Plan” to UNC-GA (following BOT approval)

Once UNC-GA grants approval to Plan, a form titled “Request to Establish (A New Degree Program – Any Delivery Method)” will be completed and routed through the existing approval process (including the BOT) prior to submission to UNC-GA