***State Council of Higher Education for Virginia***

## Program Proposal Cover Sheet

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| 1. Institution  | 2. Academic Program (Check one): New program proposal  Spin-off proposal  Certificate document  |
| 3. Name/title of proposed program  | 4. CIP code |
| 5. Degree/certificate designation |   6. Term and year of initiation |
| 7a. For a proposed spin-off, title and degree designation of existing degree program 7b. CIP code (existing program) |
| 8. Term and year of first graduates |  9. Date approved by Board of Visitors  |
| 10. For community colleges:  date approved by local board date approved by State Board for Community Colleges |
| 11. If collaborative or joint program, identify collaborating institution(s) and attach letter(s) of intent/support from corresponding chief academic officers(s) |
| 12. Location of program within institution (complete for every level, as appropriate and specify the unit from the choices).  Departments(s) or division of   School(s) or college(s) of   Campus(es) or off-campus site(s)  Mode of delivery: face-to-face distance (51% or more web-based) hybrid (both face-to-face and distance)  |
| 13. Name, title, telephone number, and e-mail address of person(s) other than the institution’s chief academic officer who may be contacted by or may be expected to contact Council staff regarding this program proposal. |