

## Adding a Modality to an Already Existing Academic Program

Request, Review and Approval Process

### Phase 1: Proposal of Concept

#### Initial Concept/ Idea Submission

Represents the presentation of a concept and whether a full proposal should be pursued.

Complete the "Concept Proposal" Section of Form

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Submit to [Curriculum.Assessment@nau.edu](mailto:Curriculum.Assessment@nau.edu)  
C&A obtains e-mail approval for proposal submission from Academic Unit Leader and Dean

Approval to Pursue Full Proposal

#### R&D Meeting

Identify all Processes, Proposals and Approvals Required for Concept

Identify all Processes, Proposals and Approvals that will be Needed

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Convenes NAU Academic and Non-Academic Areas Appropriate to the Concept Proposal

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Result of Meeting: Action Plan and Timeline to complete a Full Proposal

### Phase 2: Parallel Curriculum and Full Proposal Processes

A. Submission to Provost Team Review

New Program Launch (First Enrollment of Students)

B. Submission of Plan Change Form for Curriculum Proposal Process

Informational Item for Curriculum  
Vote not required for launch

Proposal Denial, Pause, or Requests for Revisions