**NAU New Certificate, Emphasis, Minor Concept Proposal Form**

**Due Dec 15, 2025 for Fall 2026 Catalog**

**Submit to:** Curriculum.Assessment@nau.edu
**Purpose:** Concept approval needed to proceed to full proposal development (full proposal includes assessment plan, market analysis, and/or business plan).

**1. Contact & Program Overview**

* **Primary Contact Name & Email:**
* **Program Level:** ☐ Undergraduate ☐ Graduate
* **Proposed Title of Certificate, Emphasis, Minor:**
* **Proposed Credential Type:** (e.g., Minor, Emphasis, Undergrad Certificate, Grad Certificate)
* **Total Units of Credit:**
* **College Sponsoring/Resourcing Program:**
* **Academic Unit(s):**
	+ Primary Unit:
	+ Partner Units (if any):

**2. Modality, Campus/Location, Special Partnership Options**

* **Proposed Modalities (check all that apply):**
☐ 100% Asynchronous Online
☐ In-Person/Blended (>50% of courses must be offered in-person)

If in-person/Blended, identify Geographic Site (check all that apply):

|  |  |
| --- | --- |
| ☐ Flagstaff | ☐ NAU-North Valley |
| ☐ Yuma | ☐ NAU-Yavapai |
| ☐ Central Arizona C | ☐ Northland Pioneer C |
| ☐ Chandler-Gilbert CC | ☐ Paradise Valley CC |
| ☐ Eastern Arizona C | ☐ Phoenix Biosciences Core |
| ☐ Estrella Mountain CC | ☐ Phoenix C |
| ☐ Glendale CC | ☐ Pima CC – Downtown |
| ☐ Mesa CC | ☐ Pima CC – West |
| ☐ Mesa Workforce Development Center | ☐ Scottsdale CC |
| ☐ Mohave CC | ☐ South Mountain CC |

* **Affiliation (check all that apply):**
☐ Educational Partnership
☐ Contractual Arrangement
☐ Neither
☐ To Be Determined - Would like to explore options as part of the proposal

**3. Proposed enrollment of first cohort of students in major/degree program:**

☐ Fall 2026 ☐ Fall 2027 ☐ Fall 2028

**4. Program Description (Max 500 words)**

Include:

* Overview of the field/discipline
* Key content, skills, and learning experiences
* Career or educational pathways

**5. Preliminary Market Need (Max 500 words)**

* **Identify Comparable Programs:**
	+ List existing programs at Arizona public universities (ASU, UArizona, NAU) that offer similar concepts and competencies.
	+ Include complementary programs already offered at NAU.
* **Evaluate Competitor Presence:**
	+ Determine if ASU, UArizona, and GCU:
		- **(a)** Do not currently offer a program in this niche.
		- **(b)** Are in a market with sufficient demand to support additional programs.
		- **(c)** Lack NAU’s unique approach or delivery model, giving NAU a competitive edge.
* **Demonstrate NAU’s Advantage:**
	+ Emphasize NAU’s strengths (e.g., Personalized Learning, rural/first-gen student support, affordability).
	+ Show how NAU’s approach aligns with emerging trends or unmet needs.

**6. Curriculum Overview**

* **Existing Courses (Prefix, Number, Title, Required/Elective):**
* **New Courses Needed (Prefix, Substitute Number (3XX, 5XX, etc.), Title, Required/Elective):**
	+ *Include new subject/prefix requests if applicable*

**7. Unit Impact (Max 500 words)**

Describe impacts on:

* Faculty/staff workload
* Scheduling and advising
* Professional development
* New modalities or locations

**8. Tentative Resource Needs**

* **Staffing (Max 1500 characters):**
	+ Number and roles of new faculty/staff
* **Space, IT, Equipment (Max 1500 characters):**
	+ List needs and estimated quantities

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