

**Undergraduate Degree Planner Update
June 2014**

All students whose first term of enrollment is fall 2013 or later will need to have an approved degree plan. The proposed timeline is as follows.

First Term of Enrollment	Approval Deadline
Prior to fall 2013	No approval is required for students enrolled prior to fall 2013. Students may use the planner and optionally may submit their plan for advisor approval. These students will not appear in the degree planner reports.
Fall 2013	September 30, 2014. Degree planner registration holds will be placed on 10/1/14. The hold will be automatically lifted by the system as soon as the degree plan is approved.
Spring 2014	September 30, 2014. Degree planner registration holds will be placed on 10/1/14. The original plan was for the deadline to be in early spring 2015, but it may be best to have a common deadline for all students in one academic year. These students do not appear in the degree planner reports, but will be added if the decision to require a plan by 9/30/2014 is confirmed.
Summer 2014	September 30, 2015

Initial Degree Planner Approval

After discussions with an advisor focus group, a common deadline for all students in a specific academic period is ideal. For example, students who begin in summer 2014, fall 2014, and spring 2015 would all have the same deadline of September 30, 2015 to have an approved plan. This approach will be less confusing than having multiple deadlines based on start terms.

Additional Annual Approvals

Subsequent approvals at 60 and 90 hours have been discussed. An alternative approach of annual approvals with a deadline of September 30, 2014 may be a better approach after discussions with the advisor focus group. Requiring approvals based on hours completed is much more complex from a communications and clarity stand point, and annual approvals would be required on a similar time frame to 60 and 90 hours.

An annual approval process will require a time frame each year when the second approval would count as a second approval. For example, the approval period could be October 1 through September 30 of the following year.

Students who began in fall 2013 or spring 2014 would have their second approval required between October 1, 2014 and September 30, 2015, and their third approval would be required between October 1, 2015 and September 30, 2016.

Degree candidates would be exempt from the approval requirement in any term in which they have already applied for graduation. The following table summarizes additional approvals.

First Term of Enrollment	First Approval	Second Approval	Third Approval
Fall 2013, Spring 2014	September 30, 2014	October 1, 2014 to September 30, 2015	October 1, 2015 to September 30, 2016
Summer 2014 Fall 2014 Spring 2015	September 30, 2015	October 1, 2015 to September 30, 2016	October 1, 2016 to September 30, 2017

Additional Considerations

This proposal would allow students to submit a plan for their second approval soon after the first approval. For example, a student submits a plan for their first approval in September 2014, and then submits the same plan with no changes in October 2014 for their second approval. While this scenario is not ideal, it would be rare if communications for second approvals are deferred.

Communications with students about their second approval would not begin until early spring (e.g., after the 12th class day in January 2015 in the preceding example). This would allow students who have a need to update their plan to do so earlier, but the vast majority of students would wait until they receive the communication to update their plan.