

Concentration: a focused area of study constituting 12 to 17 credit hours of coursework within a major degree. Generally, a Concentration is composed of program electives. Completion of a concentration is noted on students' transcripts provided students declare the Concentration through their advisors. Concentration coursework counts toward the total required for the major degree, and students must complete all degree requirements for the Major to receive credentialing for a concentration. While special circumstances may warrant a proposed concentration to vary in the recommended credit hours (12 to 17), the variation will need to be sufficiently explained and justified in the program proposal.

If individual majors offer students concentration options for their respective degrees, the total degree credit hours (120) must be the same for all students regardless of the option that they take. Additionally, all options for the degree must share a core set of course requirements (generally a minimum of 12 credit hours).

For majors proposing one or more CUGS instead of concentrations, please see the CUGS section below for more details.

Certificate of Undergraduate Study (CUGS): provides credentialing for students completing a coherent and definable area of study constituting at least four courses totaling 12 to 17 credit hours. Completion of the CUGS is noted on students' transcripts provided that students declare the CUGS through their advisors. A CUGS is usually intended as a supplement to majors, minors, and other concentrations, and may be open to either or both matriculated and non-matriculated students.

The CUGS may require additional prerequisites associated with upper-level courses or prerequisites for the CUGS itself beyond the core course work of 12 to 17 credit hours. While there is no cap on the number of prerequisite credits, sponsors must indicate the prerequisites for any courses within the CUGS*. Generally, a CUGS within a major may double count no more than two courses. A CUGS may double count more than two courses when there is a demonstrated business or industry demand, a need to provide stackable credentials within the major, or a demonstrated inability to provide a concentration that does not exceed the 120 credit limit.

*For courses within the CUGS that have a long list of prerequisites courses, a list or flowchart indicating those courses must be included within the proposal.