

## NYSED GUIDANCE AND FORMS

- Select the appropriate PROPOSAL option: (1) Program Title Change Only, (2) NEW Program, or (3) EXISTING Program
- Select the appropriate program TYPE: Licensed Profession, General Academic, Education

(1) Program Title Change **ONLY**: <http://www.nysed.gov/college-university-evaluation/register-or-change-program>

(2) **NEW** Degree Program, Certificate or Advanced Certificate

Proposal Forms/ Guidance	Required?	Licensed Profession	General Academic	Educator, Educational Leader, Pupil Personnel Preparation
Proposal Form	<b>Yes</b>	<a href="http://www.nysed.gov/college-university-evaluation/professional-licensure-programs">http://www.nysed.gov/college-university-evaluation/professional-licensure-programs</a>	<a href="http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program">http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program</a>	<a href="http://www.nysed.gov/college-university-evaluation/register-or-change-program-prepare-candidates-state-teacher">http://www.nysed.gov/college-university-evaluation/register-or-change-program-prepare-candidates-state-teacher</a>
Adding Distance Education Option	<b>Only if...</b> program is more than 50% online	<a href="http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program">http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program</a>	<a href="http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program">http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program</a>	<a href="http://www.nysed.gov/college-university-evaluation/register-or-change-program-prepare-candidates-state-teacher">http://www.nysed.gov/college-university-evaluation/register-or-change-program-prepare-candidates-state-teacher</a>
External Reviewer Forms	<b>Only if...</b> program is graduate level (below doctorate); new or emerging field; unaccredited allied health; eligible for accreditation but not seeking accreditation	<a href="http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program">http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program</a>	<a href="http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program">http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program</a>	<a href="http://www.nysed.gov/college-university-evaluation/register-or-change-program-prepare-candidates-state-teacher">http://www.nysed.gov/college-university-evaluation/register-or-change-program-prepare-candidates-state-teacher</a>
Master Plan Amendment	Consult Academic Affairs	<a href="http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c">http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c</a>	<a href="http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c">http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c</a>	<a href="http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c">http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c</a>
Liberal Arts Content Guidance	<b>Only if...</b> Associate or Bachelor Degrees	<a href="http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program">http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program</a>	<a href="http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program">http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program</a>	<a href="http://www.nysed.gov/college-university-evaluation/register-or-change-program-prepare-candidates-state-teacher">http://www.nysed.gov/college-university-evaluation/register-or-change-program-prepare-candidates-state-teacher</a>

(3) **EXISTING** Degree Program, Certificate or Advanced Certificate

Proposal Forms/ Guidance	Required?	Licensed Profession	General Academic	Educator, Educational Leader, Pupil Personnel Preparation
Proposal form	<b>Only if...</b> <ul style="list-style-type: none"> <li>• <b>General Academic:</b> modifications <a href="#">require NYSED approval</a></li> <li>• <b>Professional Licensure:</b> determined by NYSED Professional Education Program Review Unit</li> </ul>	<a href="http://www.nysed.gov/college-university-evaluation/professional-licensure-programs">http://www.nysed.gov/college-university-evaluation/professional-licensure-programs</a>	<a href="http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program">http://www.nysed.gov/college-university-evaluation/proposal-register-general-academic-program</a>	<a href="http://www.nysed.gov/college-university-evaluation/register-or-change-program-prepare-candidates-state-teacher">http://www.nysed.gov/college-university-evaluation/register-or-change-program-prepare-candidates-state-teacher</a>
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Liberal Arts Content Guidance	<b>Only if...</b> Associate or Bachelor Degrees	<a href="http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c">http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c</a>	<a href="http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c">http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c</a>	<a href="http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c">http://www.nysed.gov/college-university-evaluation/department-expectations-curriculum#c</a>