

THE UNDERGRADUATE INDIVIDUAL MAJOR

The individual major is a program leading to the Bachelor of Arts degree in an area of study that is appropriate to the College of Environmental Design but that cannot be accomplished through the three existing majors. Some examples of individual majors include structures, architectural journalism, visual design, computer applications in architecture, urban planning, community development, and the social basis of design. Students may also wish to use existing CED minors as a foundation for a major.

Students proposing an individual major must be in good academic standing, have completed at least one semester in the College of Environmental Design, and must be sponsored by a member of the College faculty. The major must be proposed no later than the first semester of the junior year.

The proposed major must include a minimum of 36 upper division units from any department relevant to the field of study, with at least 24 upper division units from the College of Environmental Design. To provide a structured foundation for the required thesis, the major must include ENV DES 195 (senior thesis prep) and ENV DES 199 (4 units of supervised thesis research and writing).

The student must propose a detailed program developed in consultation with a faculty member in the College who agrees to serve as a sponsor (the sponsor must be a member of the Academic Senate) and will be the “instructor of record” for the required ENV DES 199 course. The individual major proposal includes a written statement of support from the faculty sponsor and conforms to the following guidelines:

1. Applicants must have a 3.0 GPA.
2. The proposal must include a student statement describing the content and focus of the proposed major and thesis.
3. The faculty sponsor’s statement includes the educational objectives of the major and shows support for the student.
4. The proposed program does not exceed the College’s semester limit and includes all College and University requirements, including ENV DES 1, 11A, and 11B; one Calculus or Statistics course; all breadth requirements, unit requirements, etc. ENV DES 11A and 11B may be waived for proposed majors that are not design-oriented.
5. The 36 required upper division units may be drawn from any department relevant to the field of study but at least 24 units must be in the College of Environmental Design.
6. Approval of courses for the major does not guarantee acceptance into the courses; this is especially true for courses outside of CED. Course prerequisites must be met and regular enrollment procedures must be followed. The student must present documentation from the relevant academic departments that s/he will have access to all courses outside CED that are specified in the proposal.
7. A senior thesis is a required part of the major program. ENV DES 195 (senior thesis preparation) followed by 4 units of ENV DES 199 (supervised thesis research and writing) must be included in the major. When ENV DES 195 is not available, a student may petition to use an alternate thesis preparation course as a precursor to the independent study. The thesis must be approved by the faculty sponsor and submitted to the Associate Dean for Undergraduate Studies by the last day of instruction in the term in which the thesis is completed. The faculty sponsor must grade the thesis, present a final written evaluation, and certify completion of the individual major requirements to the Associate Dean. See the section on Thesis Guidelines for more information.

The proposal, together with the sponsor's written statement, and graduation plan must be submitted to the Office of Undergraduate Advising (250 Wurster Hall). If the proposal meets the general guidelines listed above, it will be forwarded to the Associate Dean for review.

Thesis Guidelines: An individual major thesis should consist of approximately 30 pages of double spaced 12-point text, with endnotes, bibliography, etc. bringing the total to approximately 45 pages. The thesis should be written using an University-approved style, as determined by the faculty sponsor. The Environmental Design Library has a large number of excellent resources on writing theses. Consult the reference librarian for more information.

Thesis Deadlines: A typical thesis completion schedule is as follows. Outline and Bibliography are due to the sponsor by the end of week five of the term in which the thesis is written. Students may also submit an initial draft to the sponsor at this time. A full draft of the thesis is due by the end of the 10th week. The completed thesis is due on the Friday of the second-to-last week of full instruction during the semester in which ENV DES 199 is taken, or the date specified by the sponsor. The thesis must be submitted to the Associate Dean by the last day of instruction.

Items to be submitted for consideration for the Individual Major:

1. Undergraduate Individual Major Student Statement
2. Petition for Undergraduate Individual Major
3. Undergraduate Individual Major Faculty Sponsor Statement
4. Completed graduation plan, indicating specifically how the student will complete all University, College, and Major requirements within the semester limit. All remaining graduation requirements must be included in this plan.
5. Undergraduate Petition: Change of College, Major or Curriculum (separate document)

**UNDERGRADUATE INDIVIDUAL MAJOR
STUDENT STATEMENT**

Within 1000-1500 words, please

- a. Define the subject of your major,
- b. Specify your educational and career objectives,
- c. Explain how your major will provide a coherent program of study,
- d. Explain why such a course of study is not feasible under an existing major in the College or University, and
- e. Describe your tentative thesis topic and objectives and briefly explain how they relate to your major field of study.

You may attach a separate page.

PETITION FOR UNDERGRADUATE INDIVIDUAL MAJOR

Name: _____

SID: _____ Email: _____

Individual Major Title: _____

Faculty Sponsor: _____ Expected Graduation Date: _____

Major Courses (36 upper division units minimum, including 24 upper division units in CED):

Dept. & Course #	Course Name	Course prerequisites	Term/Year	Units
ENV DES 195	Senior Thesis preparation			4
ENV DES 199	Supervised thesis research and writing			4

Required prerequisites to the above courses:

 Student Signature Date

 Faculty Sponsor Signature Date

 Associate Dean Signature Date

UNDERGRADUATE INDIVIDUAL MAJOR FACULTY SPONSOR STATEMENT

As the sponsor of an individual major you are asked to accept the responsibility for guiding the student and supervising and evaluating the student's work, particularly the thesis. This implies that you will be available to meet with the student on a regular (bi-weekly) basis for the terms during which the thesis is being researched and written and that you will be the "instructor of record" for ENV DES 199. The Associate Dean for Undergraduate Studies asks that you write a statement of support (space provided below) explaining the educational objectives of the major and indicating your support for the student. When the thesis is completed you will be asked to provide the Associate Dean with a final written evaluation and certification that the individual major requirements are complete. The thesis will be filed with the Associate Dean.

Your statement of support (explaining the educational objectives of the major and showing your support of the student):

I have read and approve of the Individual Major proposal for _____. I will supervise and evaluate the student's work and I will be available to meet bi-weekly with the student for the terms during which the student is enrolled in ENV DES 195 and ENV DES 199 and the thesis is being researched and written.

Faculty Sponsor Signature

Date

GRADUATION PLAN

Student Name: _____ SID: _____
 Email Address: _____ Telephone: _____

Major(s): _____ Minor: _____
 Expected Graduation Date: _____ Expected Total Units: _____

PROPOSED SCHEDULE OF CLASSES: Beginning with the current term, indicate all courses you plan to take, including those needed to complete major, college/school, and University requirements.

Summer _____	Units	Fall _____	Units	Spring _____	Units
Total		Total		Total	

Summer _____	Units	Fall _____	Units	Spring _____	Units
Total		Total		Total	

Summer _____	Units	Fall _____	Units	Spring _____	Units
Total		Total		Total	

Summer _____	Units	Fall _____	Units	Spring _____	Units
Total		Total		Total	

REQUIRED SIGNATURE(S)

 Student Date

 Faculty Sponsor Date

 Major Adviser Date