



Northeastern University

Office of the Provost

New Degree Proposal Routing Form

TITLE OF PROPOSED PROGRAM:	
THIS PROGRAM WILL BE DELIVERED: <input type="checkbox"/> ON CAMPUS <input type="checkbox"/> ONLINE <input type="checkbox"/> HYBRID	
DEPARTMENT(S) AND COLLEGE(S):	
(LEAD DEPARTMENT/COLLEGE IF APPROPRIATE):	DATE PREPARED:
NAME OF PRIMARY ACADEMIC CONTACT(S), CAMPUS ADDRESS, E-MAIL, AND PHONE NUMBER:	

Preliminary Proposal - Authorization to Proceed with Planning

College Dean(s) – Please sign indicating that preliminary proposal has been discussed with Provost.

DATE PROPOSAL RECEIVED:	RECOMMENDATION(S) AND DATE:
SIGNATURE OF COLLEGE DEAN(S):	

Formal Program Proposal

College Deans(s) – Please sign indicating that approval has been obtained from all appropriate committees and offices within your college.

DATE PROPOSAL RECEIVED BY COLLEGE(S) COMMITTEE:	DATE SUPPORTING OR NON-SUPPORTING MEMO FORWARDED TO PROVOST: Department(s) Vote and Date: _____ College(s) Vote and Date: _____
SIGNATURE OF COLLEGE DEAN(S):	

Vice Provost for Budget, Planning, and Administration

DATE PROPOSAL RECEIVED:	FINAL REVIEW AND DATE:
SIGNATURE OF VICE PROVOST:	

Vice Provost for Undergraduate or for Graduate Education (as appropriate)

DATE PROPOSAL RECEIVED:	DATE REFERRED TO GRADUATE COUNCIL OR UNDERGRADUATE CURRICULUM COMMITTEE (AS APPROPRIATE):
ACTION TAKEN, DATE, AND VOTE:	
SIGNATURE OF VICE PROVOST:	



Northeastern University

Office of the Provost

Provost

ACTION TAKEN AND DATE:
SIGNATURE OF PROVOST:

Faculty Senate

ACTION TAKEN, DATE, AND VOTE:
SIGNATURE OF CHAIR:

President

ACTION TAKEN AND DATE:
SIGNATURE OF PRESIDENT:

Board of Trustees

ACTION TAKEN AND DATE:
SIGNATURE, SECRETARY OF BOARD:

Approval of new graduate or undergraduate programs by the Board of Trustees will be communicated to the College(s) and the Registrar by the Vice Provost for Graduate Studies or the Vice Provost for Undergraduate Studies, respectively.