**Individual Major Proposal**

**NOTE**: All forms should be submitted to the Chair of the Individual Major Committee, Michael Parkin (mparkin@oberlin.edu), as email attachments from your Oberlin email account. If your proposal is approved, the forms you have submitted will be considered an official contract between you and Oberlin College. You will be expected to abide by this contract in completing your Individual Major (IM); any changes you may want to make to your IM will have to be approved by the Individual Major Committee. The Registrar will use the same contract to certify the successful completion of the IM before you can graduate. In addition, if approved, your IM will be available for other students to read upon request.

**Specific Requirements for the Individual Major**

* Minimum cumulative GPA of 3.0 at the time of application
* At least 10 full courses or the equivalent in the major, and no more than 15 full courses or the equivalent (two half courses count as one full course)
* No more than two full courses or the equivalent below the 200-level
* One full course serving as the Capstone Course, taken in the senior year, focusing on the specific theme of the major
* A minimum of one course at the advanced level involving in-depth research, culminating in written work and presentation, creative work, or performance
* At least four full courses or the equivalent of work in the major not begun at the time of submission, including the Capstone Course
* No more than 2/3 of course work may be taken in any one department or program, as determined by the course prefix
* No more than five full courses or the equivalent of work in the major may count towards any other declared major, minor, or concentration
* No more than 1/3 of course work for the major may be take off campus
* Courses in which a student has earned a letter grade lower than a C-/P cannot be counted towards the major

**Information About Yourself**

**Name**:

**T#**:

**OCMR**:

**Phone**:

**Oberlin Email**:

**Current Class** (first years and seniors are not expected to propose individual majors):

[ ]  First Semester Sophomore

[ ]  Second Semester Sophomore

[ ]  First Semester Junior

[ ]  Other (please describe):

**Expected Graduation Date** (month/year):

**Please list any Majors or Minors you have declared**:

**If your IM is approved, which majors/minors will you continue?**

**Title of Your Proposed Individual Major**:

**Primary Rationale**

* Please write an essay of no more than 750 words in which you expand on and explain the IM title, define the academic field of the proposed IM, and indicate the focus, direction and the purpose of the IM.
* The first paragraph of the essay must be an abstract (i.e., a precise summary of what follows).
* See further instructions in the IM Handbook

**Enter Text Here**:

**Grid Sheets**

* The grid sheets must represent course work in the Individual Major that has already been done, as well as course work that is to be completed between the moment the individual major is approved and your graduation.
* Please note that all academic courses are to be identified as full course (FC) or half course (HC). The “Total Number of Courses” is the sum of all full and half courses, *with two half courses counting as one full course.*
* Please note any cross listed classes by entering both prefixes and numbers under Dept / Course.
* In the “TYPE” column, please type:
	+ INT for introductory courses—no more than 2 full courses or the equivalent below the 200-level may be counted towards the IM
	+ MED for intermediate courses—at the 200-level or above, excluding Advanced courses and the Capstone Course
	+ ADV for advanced courses involving in-depth research, culminating in: written work and presentation; creative work; or performance—at least one full course required
	+ CAP for the Capstone Course
	+ ALT for an alternative to a course listed in the grid (list an ALT course immediately after the primary course it may substitute for)
* In the “OFF CAMPUS” column, please provide the name of the institution and program where courses were or will be taken.

**Course Work Already Completed or Currently Enrolled In**

(List in Transcript Order)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor (last name) |
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Total Number of Full Courses or the Equivalent:

**Future Semester I Course Work**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor(last name) |
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Total Number of Full Courses or the Equivalent:

**Future Semester II Course Work**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor(last name) |
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Total Number of Full Courses or the Equivalent:

**Future Semester III Course Work**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor(last name) |
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Total Number of Full Courses or the Equivalent:

**Future Semester IV Course Work**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor(last name) |
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Total Number of Full Courses or the Equivalent:

**Future Semester V Course Work** (if applicable)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor(last name) |
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Total Number of Full Courses or the Equivalent:

Total Number of Full Courses or the Equivalent for the IM (must be at least ten):

**Introductory Courses**

(Below the 200-level) (No more than two full courses or the equivalent)

|  |  |  |  |  |  |
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| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor(last name) |
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Total Number of Full Courses or the Equivalent:

**Intermediate Courses**

(200-level or above, excluding advanced courses and the capstone course)

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| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor(last name) |
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Total Number of Full Courses or the Equivalent:

**Advanced Courses**

(Must include in-depth research culminating in written work and presentation, creative work, or performance) (Minimum of one full course or the equivalent)

|  |  |  |  |  |  |
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| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor (last name) |
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Total Number of Full Courses or the Equivalent:

**Capstone Course**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor(last name) |
|       |       |       |       |       |       |

**Courses Not Yet Earned**

(Must be at least four full courses or the equivalent)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type | Off Campus | FC or HC | Dept / Course # (e.g., ENGL 100) | Course Title | Instructor(last name) |
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Total Number of Full Courses or the Equivalent:

**In which department or program will most courses be taken?**

**How many courses will be taken in this department or program?** (Cannot exceed 2/3 of total course work for the major as determined by the course prefix)

**If continuing in another major, what is the number of individual major courses that count towards the other major?** (Cannot exceed five full courses or the equivalent).

**How many individual major courses will be taken off-campus?** (Cannot exceed 1/3 of total courses for the major, including study away).

**Course Rationale**

* Please provide a rationale for the courses you have listed in the grid sheets above. You may want to group them by topic or department, and list them from introductory through advanced.
* Briefly explain the function of each course in the Individual Major you are proposing.
* Do not reproduce the entire Course Catalog description for each course, unless it is absolutely necessary to show its relevance to the Individual Major

**Enter Text Here:**

**Capstone Course Description**

* Please identify and describe the Capstone Course for your Individual Major. This one course will serve as the capstone of the IM in your senior year.
* The specific theme of the IM should be the focus on the capstone course. The course should provide an integrated overview of the different component of the IM and the interdisciplinary field defined by the IM.
* The capstone course is usually a Private Reading, although a seminar or other type of advanced-level course may in some cases serve the purpose of a capstone course.
* Discuss the capstone course with the instructor, agree on a description of the material to be covered in the course, and obtain the instructor’s approval before submitting this form.

**Enter Text Here:**

**Signatures**

Please list the two faculty advisors with whom you have discussed your Individual Major. Their electronic signatures on this page indicate that they have discussed your proposal with you and have read the version presented to the Individual Major Committee.

**Advisor’s Name**:

**Advisor’s Department**:

**Advisor’s Electronic Signature**:

**Date**:

**Advisor’s Name**:

**Advisor’s Department**:

**Advisor’s Electronic Signature**:

**Date**:

**Applicant’s Electronic Signature**:

**Date**: