



CRITERIA: PATHWAYS versus a DUAL DEGREE

Please review the elements and requirements for a Pathway and Dual Degree and determine which suits your current need.

PATHWAY	DUAL DEGREE
<p>DEFINITION</p> <p>There is no definition for “pathway” in Part 52 of the Education Law. It is the term used at St. John’s for the process described below:</p> <p>A Pathway is usually a link from an Undergraduate degree into a Graduate degree</p> <ul style="list-style-type: none"> • Undergraduate students MAY take up to 12 graduate credits (pre-approved) as part of the undergraduate degree that will then be counted as part of a specified registered graduate degree. • Student must be in good academic standing, • Matriculation into the appropriate MA or MS is seamless upon completion of the undergraduate degree. • The graduate credits taken as an undergraduate are double counted for purposes of the graduate degree. • The Bachelor’s is granted when the undergraduate degree is completed, and the Master’s is granted when the graduate program is completed. <p>Only rarely can a Pathway be a link between two graduate degrees</p> <ul style="list-style-type: none"> • Double counting of courses is rare but if there is overlap in course work, it may be done and the course/s would legitimately count as fulfilling the requirements of different degrees. OCUE Policy and Guidance (it is preferable to create a dual degree). 	<p>NYSED definition: One program leading to two degrees offered by a single institution (e.g. BS and MS).</p>
<p>NYSED REGISTRATION</p> <p>NOT required BUT</p> <ul style="list-style-type: none"> • Internal approval process must be followed and appropriate faculty sign off on the pedagogical appropriateness of such action is needed. 	<p>Must be registered with NYSED.</p>
<p>ADVERTISEMENT</p> <p>Can be advertised but CANNOT use words such as “registered program” or “approved program”</p> <ul style="list-style-type: none"> • For consistency all advertisement should refer to these programs as a “pathway enabling the students to streamline study”. 	<p>Can be advertised as a <u>registered program</u>.</p>
<p>ADMISSIONS</p> <p>Students begin in one degree (e.g. BA) and along the way decide they would like to continue on with graduate coursework.</p> <ul style="list-style-type: none"> • Students at St. John’s must express interest by completing an <u>Application for Fast Track/Pathway</u>. 	<p>The program is registered with NYSED to permit ONE admission process for the dual degree BUT, students can apply to enter the program through the Dean’s office in either their sophomore or junior year (<i>more common</i>).</p>
<p>CHARACTERISTICS</p> <ul style="list-style-type: none"> • Students complete a Bachelor’s degree and Master’s degree in 5 rather than 6 years. • The liberal arts content cannot be reduced by use of the pathway • The major courses content cannot be reduced by use of the pathway • Graduate level courses are offered to qualified undergraduate students. • Courses taken must be applicable to BOTH degrees (“double dipping”) 	<ul style="list-style-type: none"> • By design, the institution is altering the content of an existing baccalaureate program and linking it to an existing graduate degree creating a new dual degree.

PATHWAY		DUAL DEGREE
OTHER	<ul style="list-style-type: none"> • Pathways CANNOT be created using <ul style="list-style-type: none"> • Minors • Concentrations • Programs that lead to certification or licensure MAY be eligible to be Pathways, but this is determined on a case by case basis and may require consultation with NYSED. • Graduate courses may be used for undergraduate coursework not the other way around. Enrollment of undergraduates in graduate courses must be strictly controlled by the institution. See <i>Commissioners Regulations. § 52.2(c)(3)</i>. • Ownership of the process must be clear. For Pathways between schools and colleges within the University, the Undergraduate college records the student until the student graduates with the Bachelor's (usually 4 years), then the graduate school records the student until the graduate degree is completed (usually one remaining year). 	<ul style="list-style-type: none"> • The institution has a contingency plan for the student who may not be successful, including the point in the program when that determination will be made.
APPROVAL PROCESS		
	<p style="text-align: center;"><u>PATHWAY</u></p> <ul style="list-style-type: none"> • Provost's office (<i>complete form below</i>) • Approval/sign off from faculty and Dean's office: <ul style="list-style-type: none"> • Faculty Curriculum Committee/s • Faculty Council of the School/ College • Dean's office • If a pathway consists of a program/s that lead to certification, it must also have the signature of the Director of Certification before it can be processed. • Registrar <ul style="list-style-type: none"> • Coding will be assigned once all paperwork is provided 	<p style="text-align: center;"><u>DUAL DEGREE:</u></p> <p style="text-align: center;">See process here</p>



ESTABLISHMENT OF A PATHWAY PROGRAM TO STREAMLINE STUDY

NAME/EMAIL/PHONE OF CONTACT PERSON:

COLLEGE:

DEPARTMENT:

Step 1: Briefly describe the objective of the proposal and how it meets the description of a pathway (please refer to the "Criteria")

UG degree: _____ GRAD degree: _____

Description:

Step 2: Complete chart with proposed schedule and attach (see example). Applications cannot be considered without this.

The liberal arts content has not been reduced
All credits used will count towards the degrees

Step 3: Scan and attach Institutional Approvals (check all that apply)

Department: UEPC or GEPC relevant to program /Date:
Faculty Council/Date:
Other/Date:

Name and title of contact person in the School or College (please print)

Signature and DATE

When all steps are complete, please scan and send to the Office of the Provost, Linda Shannon at shannonl@stjohns.edu

Determination

The above proposal is suitable to be
a "pathway/fast track to streamline study"

Further discussion is required

Linda Shannon, Associate Provost & Institutional Accreditation Officer

DATE

- Once approved, please contact the Office of the Registrar, Joanne Llerandi, for the next steps in implementation.

<u>Fall Semester</u>	<u>Course number:</u>	<u>Hours</u>	<u>Spring Semester</u>	<u>Course number</u>	<u>Hours</u>
Year One					
• Course Title: <i>ex. Discover New York (CORE)</i>	DNY 1000C	3	• Course Title:		
• Course Title:		3	• Course Title:		
• Course Title:		3	• Course Title:		
• Course Title:		3	• Course Title:		
• Course Title:		15	• Course Title:		
Total			Total		
Year Two					
• Course Title: <i>ex. Emergence of a Global Society (CORE & MAJOR)</i>	HIS 1000C	3	• Course Title:		
• Course Title:		3	• Course Title:		
• Course Title:			• Course Title:		
• Course Title:			• Course Title:		
• Course Title:			• Course Title:		
Total			Total		
Year Three					
• Course Title:			• Course Title:		
• Course Title:			• Course Title:		
• Course Title:			• Course Title:		
• Course Title:			• Course Title:		
• Course Title:			• Course Title:		
Total			Total		
Year Four					
• Course Title:		3	• Course Title:		
• Course Title:		3	• Course Title:		
• Course Title:		3	• Course Title:		
• Course Title: <i>ex. GRAD COURSE TITLE (DOUBLE COUNT)</i>	Grad Course #	3	• Course Title:		
• Course Title:		3	• Course Title:		
• Course Title:		15	Total		
Total					
Year Five					
• Course Title:	_____	3	• Course Title:		
• Course Title:	_____	3	• Course Title:		
• Course Title:	_____	3	• Course Title:		
• Course Title:	_____	3	• Course Title:		
• Course Title:		12	Total		
Total					

Please complete. YOU MUST indicate CORE, LIBERAL ARTS, MAJOR and COURSES THAT WILL BE DOUBLE COUNTED or the application will be returned. Examples are provided, but you may adjust as needed.

Director of Certification (if needed) _____ Date: _____