

## **MLS Concentrations Application Procedure**

### **STEPS**

1. Applications are submitted to MLS advisory council first, which reviews them for appropriateness (interdisciplinarity, student interest, etc).
2. If approved, MLS advisory council submits them to APC.
3. If approved, APC submits them to faculty senate.
4. If approved, MLS Director submits info to Registrar and updates web page. Concentration is active at beginning of next semester.

### **REASONS**

- Provides structure for MLS students
- Allows programs to incubate masters degrees
- Existing concentrations are significant point of entry for MLS students
- Concentration appears on transcript

### **COMPONENTS**

- Total Credit Hours: 33
- Basic MLS degree components: 12 cr. hr.
  - LBST D510
  - 3 MLS seminars (1 in each school)
- Basis for concentration: 21 cr. hr.
  - 5 electives covering at least 2 schools (A&L, SS, NS; SOE & SOB also considered)
  - Thesis (covering at least 2 schools, thesis committee members come from at least 2 schools)

### **APPLICATION**

1. Rationale: Purpose of proposed concentration
2. Development: Faculty members involved in development of proposed concentration
3. Interdisciplinary nature of proposed concentration
4. Impact of proposed concentration (on students, on home program, on MLS)
  - a. demand (e.g., expected enrollment)
  - b. resource needs
5. Proposed elective courses and nature of thesis
  - a. How often are electives offered?
  - b. Feasibility of student finishing in 5 years
  - c. New courses required?
6. Plan of study: provide a sample schedule for a hypothetical student
7. Letters of support from relevant school Deans.

**DEADLINE:** Applications accepted any time.