Create New Degree/Certificate/Minor

Before beginning a proposal in Curriculog, please turn on the help text by clicking the help text icon.

☐   **Step 1** Click (top left)

☐   **Step 2** Click the New Degree Program Form, New Certificate (Undergraduate or Graduate) Form, New Minor Form, or New University Scholars Program (USP) Form

☐   **Step 3** Click to start the proposal

☐   **Step 4** Click to turn help text on (top right)

☐   **Step 5** Complete the required fields (*)

☐   **Step 6** Upload the required documents listed under the 'Required Uploads' on the top of the form in Curriculog. To upload the documents click in the proposal toolbar.

☐   **Step 7** Click to launch proposal. Once you click the program proposal will move to the next step in the approval process.