



# ACADEMIC AFFAIRS GUIDELINES

<b>Section 2:</b>	Academic Programs and Curriculum: Guidelines and Procedures	
<b>Title:</b>	New Pre-Professional/Career Interest Program	
<b>Number (Current Format)</b>	<b>Number (Prior Format)</b>	<b>Date Last Revised</b>
2.22		07/2022
<b>Reference:</b>		
<b>Related Form(s):</b>	AAC Form 2.22 – New Pre-Professional/Career Interest Program Form	

## Approval Summary Quick View

New Career Interest Form   ►   VPAA   ►   CAO   ►   ESC

### 1. Definitions

- 1.1. Pre-Professional Program – A specific non-degree program of study that includes common requirements for admission to a graduate/professional program. Pre-professional programs are completed in conjunction with a student’s declared degree-granting, financial aid-eligible program.
- 1.2. The pre-professional program will markedly advantage students in their acceptance to a graduate/professional program.

2. Institutions must seek approval from the Executive Director or designee to offer a pre-professional program. The decision to award approval will be made based on the following:

- 2.1. There is compelling evidence that justifies the need for the pre-professional program
- 2.2. The pre-professional program will markedly advantage students in their acceptance to a graduate program in the professional field.
- 2.3. The university identifies faculty appropriately credentialed and experienced to develop and sustain the program, and those faculty have sufficient time to provide advising to students
- 2.4. The university has a system to track students who have declared a pre-professional program interest area
- 2.5. The university has existing co-curricular programming or has a plan and resources to implement co-curricular programming, that supports career exploration and preparation for admission to the associated graduate program.

3. Required and recommended courses in a pre-professional program of study must be based on widely adopted requirements for admission to graduate programs in the professional field.

4. The undergraduate catalog, website, marketing materials and advising materials must specify that the pre-professional program does not result in a degree. Students must declare a major from the university's program offerings.

**SOURCE:** AAC May 2022.