UH Mānoa
Dual Degree Proposal Template

Name of Partner Institution(s): ________________________________

Home Institution: UH Mānoa

Name of degree granted: _______________________________________

Degree level (Bachelor’s, Master’s, Doctorate): ____________________

Total Number of Units Required to Complete Degree (for undergraduate programs, include upper division credit hours in the major only): ______________________

Year program was implemented at UH Mānoa: _______________________

Number of students currently enrolled in UH Mānoa program: __________

Number of graduates in each of the last five years: 

Dual Degree Program

Number of units earned at UHM: _________________________________

Percentage of total units required: ________________________________

Number of units towards UHM degree earned at the partner institution(s): ______

Percentage of total units required: ________________________________

Number of students projected to enroll in this dual degree program: __________

Partner Institution(s)

Name of degree granted: ________________________________

Degree level (Bachelor’s, Master’s, Doctorate): ____________________

Is the institution accredited by a U.S. Department of Education-recognized accrediting agency?

Yes No

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If yes, list the agency: ____________________

Is the institution located outside of the United States?  Yes  No

If yes, in what city and county is the institution located: ____________________

Attach evidence that any necessary governmental licensure or approvals required to operate in the host country have been attained.

DUAL DEGREE PROPOSAL

I. OVERVIEW
Describe the philosophy/purpose of the program (the dual degree program is designed to . . .)

Describe the partner institution (enrollment, programs, faculty, etc.). How has the comparability of the quality and academic standards of the degree programs been determined?

Discuss how the dual degree program is aligned with the mission and educational objectives of the campus and college.

II. NEED FOR DUAL DEGREE PROGRAM
Specify what need(s), opportunities, or audiences exist to justify a collaborative degree program.

Describe areas of productive overlap or plans to collaborate across units, if appropriate.

Describe the distinctive competency of the UHM program and campus for offering this program.

Describe the distinctive competence of the partner institution for offering this program.

Provide an estimate of how many students are expected to participate in the program in its early years and in its steady state. Describe what efforts have been made to determine if there is a demand for such a program.

III. PROGRAM REQUIREMENTS
Briefly explain how credits are earned for the degrees. How many courses do students typically take from each institution, and in what order? Are students enrolled in both institutions simultaneously, or do they take courses at one institution and then the other? Note: Dual degree programs must be sufficiently extensive, and unique in design, and must exceed the amount of academic work typically required for a single degree.

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Describe any credits that will be granted towards UHM degrees as a result of study at the partner institution.

Specify if the program allows students to pursue additional programs (second degrees, minors, second majors, etc.) at either the partner institution or UHM.

How have courses taken at the partner institution been evaluated for acceptance of transfer credit? Describe the procedures for credit transfer evaluation, including the procedure by which foreign credits will be converted to UHM credits.

Discuss whether the program will require the creation of new courses or rely on existing courses and whether any program components are off-campus or include online education.

Describe any additional requirements outside of the curriculum for the degree program (at either the partner institution or UHM).

Describe the timeline for coursework and other requirements.

IV. SELECTION OF CANDIDATES AND ADMISSION CRITERIA
Discuss the admissions criteria for the dual degree programs. How does this differ from admissions criteria for the "regular" program?

Identify who will review applications and make admission decisions, both for students admitted to the program through UHM and those admitted through the partner institution.

V. RESOURCES AND SUPPORT
Describe how this new program will draw on existing faculty and resources or will provide new resources. Will this degree have an effect on other units in the university?

List core faculty who will oversee the program.

How will advising, mentoring, and support of students in the program be handled? In particular, how will continuity of advising, mentoring, and support be maintained between the institutions?

Will this new program require additional resources? If so, who will provide them?

How will tuition and financial aid be addressed during the period that a participating student is (a) in residence at UHM and (b) in residence at the partner institution.

How will housing be handled for students in residence at UHM and abroad?
VI. PROGRAM ADMINISTRATION
What department/program will administer the program at UHM and at the partner institution?

Identify the Program Director or Coordinator at each institution.

Describe the process for evaluation of student performance, including any joint evaluation for performance while not in residence at UHM.

VII. EVALUATION OF THE PROGRAM
Describe whether the program satisfies the regulatory requirements applicable to the foreign institutions.

Describe how and how often program evaluation will be conducted.