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|  | PROPOSAL TO ESTABLISH A MASTER’S IN PASSING (MIP)ARIZONA STATE UNIVERSITYGRADUATE COLLEGE |  |

Per Arizona Board of Regents (ABOR) policy, Ph.D. programs that do not have a standalone master’s degree with the same title as the Ph.D. can propose to establish a master’s degree in passing with the identical title as the corresponding Ph.D. program. The proposal template should be completed in full and submitted to the Graduate Program Services office in the Graduate College [mailto: curriculumplanning@asu.edu].

**Requirements and process for the awarding of the Master’s in Passing:**

1. Students cannot directly apply for admission to the master’s program that is established as an MIP. They can only apply and be admitted to the corresponding Ph.D. program.
2. Before they can apply for the awarding of the MIP:
	1. Students must file the plan of study for the corresponding Ph.D. program with the Graduate College and get approval
	2. Students must complete the form for reporting the results of the foreign language requirement (if any) and the form must be filed with the Graduate College.
	3. Students must meet the requirements of the MIP as outlined in this proposal.
	4. Students must complete an appropriate culminating experience for the MIP to be awarded. (See culminating experience section)
	5. Students must meet all other applicable requirements per Graduate College policy and procedures such as the GPA requirements for graduation, etc.
3. Student must apply for Master’s in Passing using the required Graduate College form and process.
4. Student must apply for graduation for the Master’s in Passing to be awarded.

**Please complete the following form to propose this MIP**

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| Academic Unit Proposing The MIP | Contact Name (First & Last) | Contact Phone Number |
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| Full Name of the PhD Program under which the Proposed Master’s In Passing (MIP) Will Be Established |
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| The Master’s Degree Type to be Awarded (can only be Master of Science or Master of Arts) |
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| Total Minimum Credit Hour Requirement (cannot be less than 30 credit hours) |
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| Foreign Language Curriculum Requirement (if applicable)  |
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| Other Requirements such as electives, internships, etc., not normally required for the corresponding Ph.D. program. |
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| Culminating experience for the MIP such as thesis, applied project, capstone course or master’s written comprehensive exam. Please enter course number and name if there is a capstone course (cannot be an omnibus number course). Also indicate if this course has been submitted for approvals |
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| **APPROVALS:** |
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| Name of Ph.D. Program Director (please print or type name) |
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| Signature of Ph.D. Program Director  | Date |
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| Name of Academic Unit Head (please print or type name)  |
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| Signature of Academic Unit Head  | Date |
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| Name of College Dean (please print or type name) |
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| Signature of College Dean  | Date |
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| Graduate Program Services in the Graduate College will submit the proposal to the Dean of the Graduate College for the final approval signature.  |
| **GRADUATE COLLEGE APPROVAL:** |
| Dean, Graduate College |
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| Signature | Date |
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