

**SCHEV Program Approval Process  
Timelines for New Degree Programs (Bachelors/Masters)**

The following timelines detail firm deadlines. When deadlines are missed, program proposals may be moved to the next approval cycle. Units should contact the [SCHEV Liaison](#) early in the program development process to ensure all requirements are met.

**Materials:**

[Program Announcement Form \(PAF\)](#)  
[BOV Justification Sheet \(BOV JS\)](#)

**SCHEV Approval in March:**

Internal curriculum development and approval (CIM):	through Jan 2021
Undergraduate/Graduate Council approval:	Feb 2021
Initial meeting w/SCHEV Liaison:	Feb 2021
PAF and BOV JS development w/SCHEV Liaison:	Mar 2021
PAF and BOV JS due to SCHEV Liaison:	Apr 1, 2021
Proposal development w/SCHEV Liaison:	Apr-Jul 2021
Anticipated BOV approval:	May 2021
Full proposal* due to SCHEV Liaison:	Sep 1, 2021
PAF due to SCHEV:	Sep 1, 2021
<a href="#">SACSCOC materials due:</a>	Nov 1, 2021
Full proposal due to SCHEV:	Dec 1, 2021
<a href="#">SACSCOC deadline:</a>	Dec 20, 2021
<b>Anticipated SCHEV approval:</b>	<b>Mar 2022</b>
Submit to University Catalog:	Mar 2022
Anticipated program initiation:	Fall 2022 or Spring 2023

**SCHEV Approval in October:**

Internal curriculum development and approval (CIM):	through Oct 2021
Undergraduate/Graduate Council approval:	Nov 2021
Initial meeting w/SCHEV Liaison:	Nov 2021
PAF and BOV JS development w/SCHEV Liaison:	Dec 2021
PAF and BOV JS due to SCHEV Liaison:	Jan 15, 2022
Proposal development w/SCHEV Liaison:	Jan-Mar 2022
Anticipated BOV approval:	Feb 2022
PAF due to SCHEV:	Mar 1, 2022
Full proposal* due to SCHEV Liaison:	Apr 1, 2022
<a href="#">SACSCOC materials due:</a>	May 1, 2022
Full proposal due to SCHEV:	Jun 1, 2022
<a href="#">SACSCOC deadline:</a>	July 1, 2022
<b>Anticipated SCHEV approval:</b>	<b>Oct 2022</b>
Submit to Catalog:	Feb 2023
Anticipated program initiation:	Fall 2023 or Spring 2024

\*Full proposal includes all appendix items.