



Petition for Substantively New Degree Program

for consideration by the ATS/COA Board of Commissioners

Commission-accredited schools must petition for approval prior to adding any new degree that is in a new degree category or represents a significant departure for its currently approved degrees (per [Policies and Procedures](#) IV.D).

As noted in [Policies and Procedures](#) IV.D.1, "The Board considers **offering a degree in a new category** to include offering for the first time a master's or doctoral degree in a category in which it does not currently offer an approved degree. Standard 4 lists three categories of master's degrees: MDiv, MA, and ThM; Standard 5 lists three categories of doctoral degrees: DMin, Other Professional Doctorates, and PhD/ThD. Offering a doctoral degree in a new category may also require a focused visit before approval, especially new PhD degrees (see III.D.1). The Board considers **offering a degree representing a significant departure from its approved degrees** to include offering a degree in a field outside of the school's current area(s) of expertise and/or requiring significant additions in faculty, facilities, or finances." Schools are to use this form to petition for each new degree by completing the relevant portion (i.e., submit one petition form for each new degree). In completing this form, please include links to additional documentation as requested or as deemed helpful. Your Commission staff liaison will contact you if there are any questions regarding this petition.

NOTE: As described in [Policies and Procedures](#) IV.D.1, offering new degrees in the same category or changing the name of an already approved degree DOES NOT require prior approval from the Board. However, any such change (including discontinuing an approved degree; see III.L.1) DOES require notification to, and acknowledgement by, the school's Commission staff liaison at least 60 days before being implemented (see notification forms on ATS [petitions and notifications webpage](#)).

i. Name of school:*

ii. Contact information for person submitting this form:*

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Prefix	First Name (M)	Last Name	Suffix

iii. Title:*

Position title of person submitting this form

iv. Email:*

A copy of your form will be sent to this address

1. Name of new degree:*

Type the full nomenclature (e.g., "Master of Arts," "Doctor of Theology," etc.), excluding any track/concentration.

2. Total semester credits required:*

For minimums, see relevant Standard (viz. 4.1, 4.6, 4.10, 5.1, 5.7, or 5.11). If using a system other than semester hours, please convert to

3. Describe the purpose and need of this new degree:*

Consider providing link(s) to document(s) that describe this degree more fully.

4. Does this additional degree reflect a degree category that would be new for the school (cf. second paragraph, above)? *

Yes

5. Does this additional degree represent a significant departure from already-approved degrees, in terms of expertise and/or significant additions needed in the areas of faculty, facilities, or finances? Clarify below. *

No

Yes

5a. Faculty:

5b. Facilities:

Include library resources

5c. Finances:

6. This degree will be delivered... (check all that apply)*

onsite

online

7. What are the admissions requirements for this degree?*

8. What are the student learning outcomes for this degree and how will they be evaluated?*

Consider providing link(s) to additional documentation (e.g., curricular requirements and evaluation plan).

9. If an MA-level degree, how does the school primarily define this program?*

Otherwise, for a degree other than MA-level, please select "N/A" above.

When finished, please submit this petition to the ATS Accrediting Records Coordinator by hitting the "submit" button below. You can expect an automated confirmation email within a few minutes. There is no fee for this (or any) Commission petition. Please do not send any paper copies or any emailed attachments; submit only this completed, online form (including any links to additional information requested).

NOTE: Petitions for new degrees are typically decided by the Board of Commissioners within a few months (see submission deadlines on ATS [petitions and notifications webpage](#)). Petitions for a doctoral degree in a new category may require six months or more for approval, since the Board may require a focused evaluation visit before making a final decision, especially for new PhD programs.

ATS Commission Staff Liaison Email *

A copy of your form will be sent to this address

CEO Email

A copy of your form will be sent to this address

CAO Email

A copy of your form will be sent to this address

ALO Email

Additional comments

Tags

- Todo
- In Progress
- Done

SAMPLE