Petition for Substantively New Degree Program
for consideration by the ATS/COA Board of Commissioners

All fields marked with * are required and must be filled.

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: *

Click to select from menu
ii. Contact information for person submitting this form: *

Prefix
First Name (MI)
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: *

No abbreviations, please

Include full nomenclature (e.g., "Master of Arts," "Doctor of Theology," etc.)

2. Total semester credits required: *

ex: 72

For minimums, see Standards 4.1, 4.6, 4.10, 5.1, 5.7, and 5.11. If using a system other than semester hours, please convert to semester hour credits (e.g., by multiplying quarter hours by 0.75), then note the difference in systems below in the "Additional Comments" field. Email any clarifying questions to accrediting@ats.edu.

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 new degree represent a degree in a new degree category? *

○ No
○ Yes
5. Does this new degree represent a significant departure from already-approved degrees in terms of expertise and/or significant additions needed in faculty, facilities, or finances? *

○ No*
○ Yes**

*If NO, proceed to Prompt #6

**If YES ("significant departure"), describe the nature and extent of new expertise and/or new resources needed in those areas (5a-5c):

5a. Faculty:

Provide link to list of faculty teaching in program, with their qualifications

5b. Facilities:

Include library resources

5c. Finances:
6. This degree will be delivered... (check all that apply) *

☐ on campus
☐ online
☐ off campus

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

NOTE: If this petition is for a new master's degree that admits students without a bachelor's, describe the "rigorous means" by which the school will determine that those students are prepared to do graduate-level work, per Standard 7.4; if this petition is for a new DMin degree that admits students without an MDiv; describe here how the school will demonstrate that students meet the six criteria listed in Standard 5.5; the school may provide links to documents describing either of these special admissions processes.

8. What are the student learning outcomes for this degree and how will they be evaluated? *
All fields marked with * are required and must be filled.

When finished, please submit this petition to the ATS Director of Commission Information Services 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 *

Click to select from menu

A copy of your form will be sent to this address

CEO Email (optional)

A copy of your form will be sent to this address

CAO Email (optional)

A copy of your form will be sent to this address