

New program financial plan development including consultation with Budget office.

Important-Please discuss plans with your school's Finance department and Dean before contacting the Academic Planning and Budget Office.

**Due to School
in Fall 2024**

Internal school process for Dean and Financial Administration endorsement of:

- Budget template
- Cost Analysis
- Proposal

**Minimum of 6 weeks
Prior to Senate
Review***

Must have final consult with Budget Office to review and finalize:

- Profitability assessment for Program
- Final Revision of Financial Plan
- Endorsed Documents And Budget Support Memo

February 2025*

Last day to submit to Budget template for new programs for a Fall 2026 effective.

June 2025

Final date to submit name of approved program for the Fall 2026 admissions cycle.

Fall 2026

First class of incoming students.

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*** Review with Budget Office, Senate, Including Executive Committees of other schools and the administration. Revisions and response to questions from the parties listed above should be considered in this timeframe.**