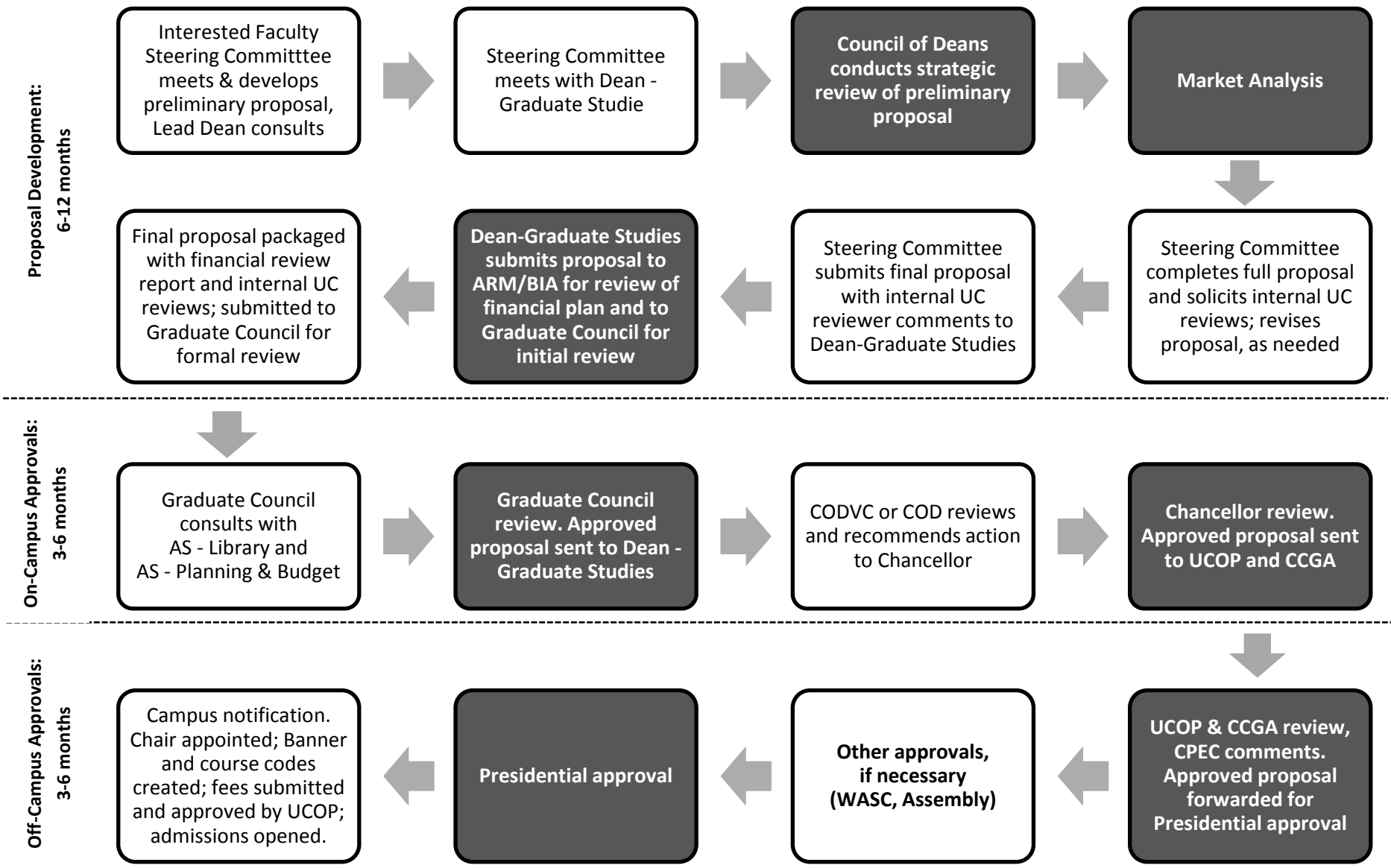
Approval Process and Timeline for Self-Supporting Degree Programs (SSDPs)



Proposal development and approval can take 18-30 months (1.5-2.5 years) depending upon how long it takes for the faculty Steering Committee to develop the proposal, how well-thought-out the submitted proposal is, how responsive the faculty are to revision requests, how quickly external comments from reviewers are received and incorporated into the proposal, how often BIA needs to review the budget model in response to substantial changes made to the proposal, and how long it takes Graduate Council, the Chancellor, CCGA, and UCOP to make a final decision on the proposal. Ideal times to submit a proposal for the most expedient review are: February 1 – submission to Graduate Council; October 1 – submission to CCGA.

If systemwide approval is given by January 1, Graduate Studies can implement an admissions application for fall of the same year, if desired. Fee proposals must be submitted in January for approval by UCOP, in order to be implemented for the following fall; however, UCOP will not accept fee proposals if academic approval has not been granted. If a proposal includes the addition of a new degree title not currently offered by UCD, or if 50%+ of the program will be offered at an off-campus location more than 25 miles from UCD, additional off-campus approval is required, adding more time to final approval (note WASC/Assembly box below).

**Note: the addition of a Self-Supporting component to an existing program is considered a substantial revision to the program by CCGA, therefore requiring full review both on- and off-campus; however, the proposal preparation process may be shorter.*