

## MODIFY AN EXISTING PROGRAM

### Guidance for Developing a Blended Program

#### PURPOSE AND POLICY

Blended programs (sometimes known as “4+1” programs) combine *existing* baccalaureate and master’s degree programs with the goals of providing an accelerated pathway to a master’s degree and enhancing the undergraduate learning experience.

Policy On  
“Blended”  
Bachelor’s and  
Master’s Degree  
Programs  
([AA 2012-01](#))

- The policy establishes systemwide minimum processes and requirements pertaining to CSU undergraduate and graduate degree programs offered to students through simultaneous matriculation.
- Combinations that blend a baccalaureate degree and post-baccalaureate credential that does not include a master’s degree are excluded.
- Issues not addressed in this policy shall be determined at the campus level.

Campuses wishing to offer blended bachelor's and master's degree programs must ensure timely coordination between the academic department and the campus registrar's office to assure accurate recording of the student's transition from undergraduate to graduate status. Coordination and accurate recording directly impact student tuition and fee assessment and financial aid eligibility, as types of aid and award amounts may vary according to the student's official academic objective. Appropriate state funding to the campus will also depend on accurate recording of student transition in blended programs.

#### PROCEDURES

Approval from the CO must be obtained prior to implementing a blended degree program. WSCUC approval is not required. Existing approved CSU/CIP codes will be maintained. Submit the following required information to Academic Programs at [degrees@calstate.edu](mailto:degrees@calstate.edu):

- evidence of campus approval
- description of the coordination plan between the academic department(s), budget and/or financial aid office and campus registrar regarding students’ transition from undergraduate to graduate status;
- name of the department(s), division(s), or other unit(s) of the campus that will offer the program;
- full and exact degree designation and title of the existing and active undergraduate and graduate degree programs;

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- full and exact degree designation and suggested title(s) of the blended program (e.g., BS Environmental Engineering + MS Engineering Management);
- existing support mode for each program: state-, or self-support;
- if the blended program will include both state- and self-support (e.g., BA in state and MA in self), provide confirmation that the tuition and fees are clearly defined and distinguished for each program and appropriately assessed for each program's mode of support;
- delivery format for each program: fully face-to-face, fully online, or hybrid program;
- intended date (term/year) of implementation;
- explanation of support provided to students matriculating through the blended program;
- a brief statement that addresses/acknowledges how your campus' established assessment practices for the individual programs will inform improvements in the blended program;
- a degree roadmap (including blended double-counts) for the bachelor's and master's degree program that outlines the recommended courses and sequence (see below).

**THE DEGREE ROADMAP** serves as a visual presentation of the department's recommended pathway for the achievement of all program requirements. Thus, the degree roadmap is an invaluable advising tool for students and their advisors. While there is no prescriptive format for the roadmap, at a minimum, the roadmap should reflect the recommended:

- Courses by term
- Number of units per course
- Total number of units per term
- Timing of completing any offsite, internship, and/or capstone requirements
- All blended double-counting (maximum 12 units)
- For undergraduates, GE/breadth course taking pattern and any potential double-counting with major requirements.

## CONTACT US

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