

# UWL Plan Set-up Guidelines

The suffix of the plan denotes the type of plan:

.BS	Bachelor of Science
.BA	Bachelor of Arts
.MBA	Master of Business Administration
.MS	Master of Science
.MSE	Master of Software Engineering
.MSED	Master of Science in Education
.MEPD	Master of Education Professional Development
.EDD	Doctor of Education
.EDS	Education Specialist
.MPH	Master of Public Health
.DPT	Doctor of Physical Therapy
.C	Certificate (graduate and undergraduate levels)
.C2	Additional certificate while in another degree program, currently just for grad students
.2	2nd Major
.M	Minor
.MC	Microcredential
.H	Honors
.CN	Concentration
.E	Emphasis, graduate
.PRE	Pre-professional programs used in Eapp (electronic admissions application)
.PRE2	Pre-professional programs track to be attached after first major
.AA	Associate Degree
.PROP	Program Option

Special non-degree student plans:

- Begin with UG or GR (except those few eligible for Financial Aid)
- Do not have a suffix.

Additional guidelines to remember:

- Plans are assigned to a program or career – never both (Peoplesoft won't allow).
  - If assigned to a program, it can only be used by that program. All 1<sup>st</sup> majors can only be used in their assigned college so that students follow that college's core requirements. Plan codes cannot be assigned to more than one program. If a major needed to have students following different college cores for some reason, separate plan codes would be required. (i.e. the ECO major).
  - Plans assigned to career can technically be added to any student in that career; however catalog restrictions apply, as listed in the curriculum. Deans offices are working with Records office to record plan restrictions in one place.
- All plans used in a teacher education program or reserved for teacher education candidates only must have ED in the 10 digit plan name (if needed, difference between levels indicated in some way)
  - Plans that are created mainly for teacher ed candidates but which other non-candidates can also use do not have the ED.
- Most undergrad plans start with their prefix or department (some exceptions: BCHM, Social Studies majors (code starts with the entitlement), the old WS major)

- Collaboratives and majors with separate entitlements (in CDR) do not start with sponsoring department prefix.
- Interdisciplinary minors/certificates/microcredentials do not start with prefix/department (examples: LEAD.M, DIG.M, NEURO.M, LING.M)
  - It is interdisciplinary if courses from multiple departments make up the core and/or majority of requirements
- Undeclared majors begin with UND then College/School – no suffix (UNDCBA, UNDSAC, UNDCLS, UNDSAH, UNDSOE)
- Dual degree programs will have DD in the code, except for the engineering ones. There are also a few non-dual degree programs that have DD.
- Graduate certificates in the Institute for Professional Studies in Education start with IPSE.
- As of Fall 2023, MBA, MSE, and DPT are stand-alone codes for their programs. The MPH program has changed to use PHCHEO.MPH and the MPH stand-alone code is inactive.
- Programs that have the Hybrid/blended mode of instruction will have a plan code that has a "B" before the period.
- Programs that have only the online mode of instruction usually have an "O" before the period. (some exceptions to the rule: DOS, collaborative program codes, Prof Dev: Ed Leadership – programs created before this rule was started).
- Programs that have multiple modes of instructions may have separate codes to indicate the different types of instruction. Example: SAAO.MSED, SAAB.MSED
- ISPE offers all of their programs in all three modes of instruction, but only has separate codes to indicate modality for the Learning Community program. The rest use one code for all 3 modes of instruction. Example: Prof Dev: Ed Leadership program (PDEL.MSED, PDELD.MSED). The graduate Reading program with the "O" in all the plans is also offered in multiple modes.

#### Historical rules - no longer used

- Dashes were removed from subject prefixes in 2009
- Education 2<sup>nd</sup> majors and minors used by ESS Teaching and School Health Ed have HPE in the plan name. Education majors before the summer of 2021 usually had EDA, ECMC, MCA, or MCEA in them.
- Inactive plans from old CAS system were converted with 4 digit number assigned in CAS