



## Student Initiated PlusOne Request Form

Office Location: 180 Renaissance Park • Phone: 617.373.3980 • Fax: 617.373.7281 • [csshadvising@neu.edu](mailto:csshadvising@neu.edu) • <http://www.northeastern.edu/cssh/undergraduate/academic-advising> • Mailing Address: Northeastern University, ATTN: CSSH Advising, 180 Renaissance Park, 360 Huntington Avenue, Boston, MA 02115-5000

**This form is for students who wish to create a PlusOne program that is not already in existence.**

For information about PlusOne programs, see <https://www.northeastern.edu/graduate/why-northeastern/graduate-academic-options/plusone-accelerated-masters/>. Please note: it is recommended that you begin thinking about this in your second year. All of the following steps must be completed prior to the start of your junior year.

### Instructions

1. Review the guidelines for PlusOne programs at <https://www.northeastern.edu/graduate/why-northeastern/graduate-academic-options/plusone-accelerated-masters/>.
2. Arrange a meeting with your CSSH undergraduate advisor to begin planning the PlusOne undergraduate curriculum. The list of advisors may be found here: [www.northeastern.edu/cssh/undergraduate/academic-advising/meet-our-staff](http://www.northeastern.edu/cssh/undergraduate/academic-advising/meet-our-staff). As you and your undergraduate advisor plan the curriculum, remember that all undergraduate degree requirements must be met before the end of your last undergraduate year and up to sixteen graduate credit hours may double-count toward both the undergraduate and graduate degrees.
3. Arrange a meeting with the Undergraduate Program Director (UPD) for your major to discuss your plan for completing the undergraduate requirements. (In the case of combined majors, you must meet with both directors and obtain a second signature.) The UPD(s) must confirm approval of the proposed program by signing this form.
4. Arrange a meeting with the Graduate Program Director (GPD) of the master's program into which you seek admission to discuss a curriculum plan to meet the master's degree requirements. The GPD must confirm approval of the proposed program by signing this form. List of directors can be found here: [www.northeastern.edu/cssh/graduate/programs/masters-degree-programs](http://www.northeastern.edu/cssh/graduate/programs/masters-degree-programs)  
*Note: GPD approval of a proposed PlusOne program does **not** guarantee admission to the graduate program; students must meet the admission requirements of the graduate program.*
5. Meet once more with your undergraduate advisor to finalize the program, taking into account any amendments determined in consultation with the UPD and GPD. At the conclusion of this meeting, your advisor should sign this form to indicate approval of the program as proposed.
6. See Amber Crowe Connolly ([am.crowe@neu.edu](mailto:am.crowe@neu.edu)) in the Graduate Office, 180RP to sign and submit this form and to learn how to apply to the Master's program.

### Part 1: Student Information

NUID: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ – \_\_\_\_\_ E-Mail: \_\_\_\_\_

Current Undergraduate Program: \_\_\_\_\_

Proposed Graduate Program: \_\_\_\_\_

Expected Date of Undergraduate Graduation: \_\_\_\_\_

*I have read the instructions above, and I understand that submission of this form does not guarantee approval of this PlusOne program, and approval of a proposed PlusOne program does **not** guarantee admission to the graduate program. Students must meet the admission requirements of the graduate program.*

Student Signature: \_\_\_\_\_

**PART 2: Courses**

TO BE COMPLETED BY UPD		TO BE COMPLETED BY GPD	
Undergraduate Requirements Replaced (e.g. Capstone, Major Electives, etc.)	Number of Undergraduate Credits	Graduate Courses	Number of Graduate Credits
	Total UG Credits:		Total GR Credits:

**PART 3: Approvals**

	Print name	Signature	Date
Undergraduate Program Director			
Second Undergraduate Program Director (if applicable)			
Graduate Program Director			
Undergraduate Advisor			
Graduate Office			