

Abstract (A Form) FAQ

The Abstract proposal form includes very explicit instructions and questions.

However please feel free to reach out to [Academic Programs](#) with any additional questions.

Do I need to submit an A form for a Minor?

You don't need to submit an A form for a Minor. The A-Form is used to propose the addition of a new baccalaureate or graduate degree to the UAMP, so for majors only: [University Academic Master Planning Process policy](#)

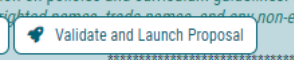
Do I need to attach the list of courses to the A-form?

The Abstract form is developed for review to first see if the Program would be viable. Therefore, the A form will have different questions from the P form. The A form does not request a list of courses.

Do I need to attach the budget sheet to the A-form?

The A form requests a narrative assessment of required resources, as well as a request for additional costs associated with launching and maintaining the program (e.g., lab courses), but you are not requested to upload documents such as a budget.

When do I upload the letters from IITS and the Library Dean? The instructions say provide the Curriculog link to these Deans so that they can give you the letters. But if I launch the A-form, then I cannot change it anymore to attach the Dean's letters.

- You can Launch your proposal:  and it's STILL at your step.
- It's when you "Make Your Decision" that the proposal moves along to Dept Chair step.

*Alternatively, you can go ahead and "approve" your proposal to move it along; then when you receive the letters from the Deans you can email them to Academic Programs, who can upload them to your proposal on your behalf