NATIONAL ASSOCIATION OF SCHOOLS OF ART AND DESIGN

Instructions for Preparing Curricular Tables in the NASAD Format

Membership Procedures September 2016 Edition

Applicable for Reviews: 2016-2017 through 2024-2025*

This document provides instructions and sample tables for preparing curricular tables as required for:

- Institutional Self-Studies All Formats
- Applications for Plan Approval or Consultative Review (see NASAD *Policies and Procedures for Reviews of New Curricula*)

^{*} Institutions with visits scheduled during the 2016-2017 academic year and beyond that have begun the Self-Study writing process using the September 2008 edition need not change to the 2016 edition. However, it is recommended that these institutions review the 2016 edition for instructions/information that may clarify further the process and its requirements. Institutions are reminded that current standards found in the NASAD *Handbook* and any current addenda should be used by institutions, and that the standards in force at the time of review will be used by visitors and the Commission.

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In addition to the *Instructions for Preparing Curricular Tables in the NASAD Format*, the following are necessary to apply for accredited institutional Membership: (1) NASAD *Procedures for Institutions*; (2) NASAD *Procedures for the Self-Study Document – Format A*; or *Format B*, or *Format C*; and (3) the latest edition of the NASAD *Handbook*, including any current addenda. These texts are available on the NASAD Web site.

Information contained herein concerning programs, procedures, requirements, standards, and fees is subject to change without notice by the appropriate body of NASAD.

Permission is hereby granted to copy this document for use in the accreditation process.

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Instructions for Preparing Curricular Tables in the NASAD Format

INTRODUCTION

NASAD curricular standards present an established framework in which each independent art/design unit can develop a unique approach to individual curricular programs. The fundamental purpose of curricular tables is to ensure that program/degree offerings are presented to the Commission(s) in a format that is consistent, cogent, and clear.

Curricular tables should present an accurate and current picture of the structure and specific coursework required of programs/degrees offered by each institution.

NASAD strongly recommends that each art/design unit maintain a current set of curricular tables in the NASAD format for use in accreditation and other purposes.

Use and/or updating of curricular tables created for previous NASAD reviews is highly encouraged.

NOTES

- 1. Users of this document should consult standards statements available in the latest edition of the NASAD *Handbook* and any current addenda.
- 2. The following explanation pages and the examples for specific degree types provide a template for presenting information. As noted in the explanation pages, elements of the template may be adjusted if necessary to provide the clearest picture of a program's curricular structure. Clarity and currency are requisites.
- 3. A curricular table is part of the description of each degree or program required in the Instructional Programs Portfolio (Section II.B.2. of *Format A* and *Format B* Self-Studies, and Section I.B.2. of *Format C* Self-Studies).

CURRICULAR TABLES AT A GLANCE: OVERALL STRUCTURE (Explanation Only)

Structural Component Descriptors: These categories should correlate to the NASAD Standards and Guidelines for various curricula types found in the latest edition of the *Handbook* and any current addenda. They will change based upon the type of degree/program described. Please use the example table in the set that follows that is appropriate for the specific degree type you are presenting. Using the appropriate table as the basis, additional descriptors and columns may be added if necessary to describe the curricular structure of a specific degree or to address other discrete study areas within degrees/programs.

Studio		Studio Courses	Supportive Courses	General Studies	Electives	Total
		Units (=A)	Units (=B)	Units (=C)	Units (=D)	(A+B+C+D=) Total units required for degree/program completion
		%	%	%	%	Total percentage (May be over 100% if total number is higher than suggested denominator)

Numbers of Units: Insert the total amount of units in each category required to be taken during the entire course of study. The total in each box should reflect the sum of unit requirements in the corresponding section below.

Percentages: Divide the total number of units in each category by the appropriate denominator noted on the following page. Enter the percentage into these boxes. See "*How to Calculate Percentages*" on the next page for an expanded explanation.

Studio Courses

Course ... # units Course ... # units Course ... + # units

Total = A units

Supportive Courses

 Course ...
 # units

 Course ...
 # units

 Course ...
 + # units

Total = **B units**

General Studies

 Course ...
 # units

 Course ...
 # units

 Course...
 # units

 Course ...
 # units

 Course ...
 # units

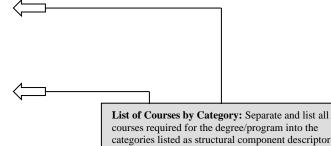
 Course ...
 + # units

Total $= \mathbf{C}$ units

Electives

Elective Course # units
Free Elective Course # units
+ # units

Total = **D** units



courses required for the degree/program into the categories listed as structural component descriptors in the table above. Add categories as necessary. Sum the units in each category and place the totals in the "numbers of units" boxes above.

CURRICULAR TABLES AT A GLANCE: HOW TO CALCULATE PERCENTAGES

(Explanation Only)

Studio Courses	Supportive Courses	General Studies	Electives	Total
Units (=A)	Units (=B)	Units (=C)	Units (=D)	(A+B+C+D=) Total Units
A/* = %	B/* = %	C/* = %	D/* = %	(A/*+B/*+C/*+D/* =) Total %
	Step 1: For each category units by the appropriate debelow. Enter the quotient	enominator (*) listed	perc arri nun nun	2: Add the quotients expressed in centages from the boxes to the left to we at the total percentage. This aber may exceed 100% if the total aber is higher than the suggested cominator. This is acceptable.

*Use appropriate denominator:

Associate degrees with semester hour units should use 60 as the denominator. Associate degrees with quarter hour units should use 90 as the denominator.

Baccalaureate degrees with semester hour units should use 120 as the denominator. Baccalaureate degrees with quarter hour units should use 180 as the denominator.

Initial Master's (M.A./M.S) degrees with semester hour units should use 30 as the denominator. Initial Master's (M.A./M.S) degrees with quarter hour units should use 45 as the denominator.

Terminal Master's (M.F.A. or equivalent) degrees with semester hour units should use 60 as the denominator. Terminal Master's (M.F.A. or equivalent) degrees with quarter hour units should use 90 as the denominator.

REMINDERS AND ADDITIONAL CONSIDERATIONS:

- Make sure all courses required for the degree/program are listed.
- Do not count a course in more than one category.
- Differentiate between free and required electives by adding another column of boxes. Identify the subject area(s) of any required electives.
- A unit typically connotes a semester or quarter hour of credit.
- Add the unit amounts for all courses within a category.
- Divide the total in each category by the appropriate denominator, not the total number of units required.
- Check your addition and division.
- Make sure percentages add up to at least 100%. In some cases, total percentages will exceed 100%. Percentages in excess of 100 are a result of the actual required coursework exceeding the required denominator and are acceptable under this circumstance.
- Review percentages against Handbook requirements and guidelines for the degree or program being presented.
- Review competencies developed with competencies required by NASAD as outlined in the Handbook.
- Provide explanations of deviations from NASAD standards or common practice. (e.g., no credits for exhibitions, etc.)

Instructions for Preparing Curricular Tables for

NON-DEGREE-GRANTING PROGRAMS

- Complete a separate curricular table for each non-degree-granting program using the following table template.
- Institutions may modify a table template to aid in the accurate description of program offerings.
- If applicable, separate boxes may be added in a table for electives. Distinguish clearly between art/design electives and non-art/design electives.
- Each completed curricular table should describe a specific curricular offering.
- Program titles must match the specific content.
- Within each curricular table, develop a detailed curricular outline giving course numbers, titles, and unit allotments in categories that conform to those in the boxes. Attach a brief description of each course in the program unless course descriptions are included in the institution's catalog or in other parts of the Self-Study and referenced.
- Provide in the appropriate boxes the number of units for each portion of the curriculum.
- For the purposes of preparing curricular tables, a "unit" represents either one semester hour of credit, or one quarter hour of credit. Institutions utilizing the clock hour system should express requirements in terms of clock hours.
- Please refer to the latest edition of the NASAD Handbook and any current addenda for specific program Standards and Guidelines.
- An example of a curricular table for a non-degree granting program follows.

NOTE: If your published program requirements provide a clear picture of curricular structure, please provide in lieu of a table.

EXAMPLE: Non-Degree-Granting Programs Number of Years to Complete the Program: ____ **Program Title:** Program Submitted for: ___ Select One: ☐ Renewal of Plan Approval and Final Approval for Listing ☐ Renewal of Plan Approval ☐ Plan Approval ☐ Final Approval for Listing ☐ Plan Approval and Final Approval for Listing Current Semester's Enrollment in Majors: ___ Name of Program Supervisor(s): Other Studies in **Electives Major Area Totals** Art/Design Units (=A)Units (=B)Units (=C)(A+B+C =) Total Units or Clock Hours (=A) or Clock Hours (=B) or Clock Hours (=C) or (A+B+C =) Total Clock Hours Percentage calculations are not required for this curricular table. List course numbers, titles, and unit allotments under each applicable category. (See example below) **Major Area** Art 617 Studio Arts 3 units ... list continues ... Total Major Area ___ units = A Other Studies in Art/Design Design 607 Interior Design 1 unit ... list continues ... Total Other Studies in Art/Design $\underline{}$ units = B

Total Electives

Electives

... list continues ...

At least four hours in art/design courses

___ units = C

2 units

Instructions for Preparing Curricular Tables for ASSOCIATE DEGREES

- Complete a separate table for every major and (if applicable) each track/concentration/area of emphasis
 if designated, in every associate degree using one of the following table templates according to the type
 of degree being described.
- Institutions may modify a table template to aid in the accurate description of program offerings.
- If applicable, separate boxes may be added in a table for electives. Distinguish clearly between art/design electives and non-art/design electives.
- Each completed curricular table should describe a specific curricular offering.
- Degree titles, including tracks/concentrations/areas of emphasis if designated, must match the specific content of the offering. Degrees should not be named for the units in which they are housed, rather by their content.
- Within each curricular table, develop a detailed curricular outline giving course numbers, titles, and unit allotments in categories that conform to those in the boxes. Refer to the curricular structure of the appropriate degree option in the latest edition of the NASAD *Handbook* and any current addenda for clarification of "Major Area;" "Studio or Related Areas;" Supportive Courses in Art and Design;" Educational Theory, Methods, and Practice Teaching;" "General Studies;" etc. Attach a brief description of each course in the program unless course descriptions are included in the institution's catalog or in other parts of the Self-Study and referenced.
- All institutions should use either 60 semester hours or 90 quarter hours as a base (denominator) for determining percentages. If programs require more than 60 semester hours or more than 90 quarter hours, this will result in percentage totals greater than 100% this is acceptable. See "How To Calculate Percentages" on page CT-3.
- Provide in the appropriate boxes the number of units for each portion of the curriculum and the percentage of the total units (based on the required denominator) this represents.
- For the purposes of preparing curricular tables, a "unit" represents either one semester hour of credit, or one quarter hour of credit. Institutions utilizing the clock hour system should express requirements in terms of clock hours.
- Please refer to the latest edition of the NASAD Handbook and any current addenda for specific program Standards and Guidelines.
- Examples of curricular tables for associate degree programs follow.

EXAMPLE 1: Liberal Arts Associate Degrees in Art/Design (A.A./A.S. degrees in art/design)

Program Title (include major and any designated track/concentration/area of emphasis):

Number of Years to Complete the Program:							
Program Submitted for (check one below):							
Select One:	☐ Renewal of Plan Approval and Final Approval for Listing ☐ Renewal of Plan Approval ☐ Plan Approval ☐ Final Approval for Listing ☐ Plan Approval and Final Approval for Listing						
Current Semester's Enrollment in Majors:							

Studio or Related Areas	Art/Design History	General Studies	Electives	Total Number of Units
# of units (= A)	# of units (= B)	# of units (= C)	# of units (= D)	(A+B+C+D =) Total Units
(A/* =) %	(B/* =) %	(C/* =) %	(D/* =) %	(A/*+B/*+C/*+ D/* =) Total %

 $[*]Associate\ degrees\ with\ semester\ hour\ units\ should\ use\ 60\ as\ the\ denominator.$

List course numbers, titles, and unit allotments under each applicable category. (See example below)

Studio	or	Kela	ited	Ar	eas

Art 101	Elementary Drawing	3 units
list continues		
Total Studio or Related Areas		units = A
Art/Design History		
Theory 114	Criticism	2 units
list continues		
Total Art/Design History		units = B
General Studies		
English 111	English Literature	3 units
list continues		
Total General Studies		units = C
<u>Electives</u>		
Science Electives		2 units
list continues		
Total Electives		units = D

^{*}Associate degrees with quarter hour units should use 90 as the denominator.

EXAMPLE 2: Professional Associate Degrees in Art/Design (A.F.A. degrees, or degrees with other titles having goals and objectives consistent with those for the A.F.A. degree)

Program Title (include major and any designated track/concentration/area of emphasis):

(B/* =) %

110grain 11uc	(IIICIU	de major and any desig	nateu track/concentra	tion/area of emphasis)	,		
		Complete the Program for (check one below):	:				
	ne: ☐ Renewal of Plan Approval and Final Approval for Listing ☐ Renewal of Plan Approval ☐ Plan Approval ☐ Plan Approval and Final Approval for Listing ☐ Plan Approval and Final Approval for Listing						
Current Semester's Enrollment in Majors:							
Studio or Related Areas Art/Design History General Studies Electives Total Number of Units							
# of units (= .	A)	# of units (= B)	# of units (= C)	# of units (= D)	(A+B+C+D =) Total Units		

(C/* =) %

(D/* =) %

List course numbers, titles, and unit allotments under each applicable category. (See example below)

Studio or Related Areas

(A/* =) %

Art 101	Elementary Drawing	3 units
list continues		
Total Studio or Related Areas		units = A
Art/Design History		
Theory 114	Criticism	2 units
list continues		
Total Art/Design History		units = B
General Studies		
English 111	English Literature	3 units
list continues		
Total General Studies		units = C
Electives		
Science Electives		2 units
list continues		
Total Electives		units = D

(A/*+B/*+C/*+

D/* =) **Total %**

^{*}Associate degrees with semester hour units should use 60 as the denominator. *Associate degrees with quarter hour units should use 90 as the denominator.

EXAMPLE 3: Associate Degrees in Art Education (A.A./A.S./A.F.A. degrees in art education)

 $\label{program} \textbf{Title (include major and any designated track/concentration/area of emphasis):}$

Number of Years to Complete the Program:Program Submitted for (check one below):							
Select One:	☐ Renewal of Plan Approval and Final Approval for Listing ☐ Renewal of Plan Approval ☐ Plan Approval ☐ Final Approval for Listing ☐ Plan Approval and Final Approval for Listing						
Current Semester's Enrollment in Majors:							

Art and Design (Studio, Art/Design History, etc.)	Art Education	Professional Education	General Studies	Electives	Total Number of Units
# of units (= A)	# of units (= B)	# of units (= C)	# of units (= D)	# of units (= E)	(A+B+C+D+E =) Total Units
(A/* =) %	(B/* =) %	(C/* =) %	(D/* =) %	(E/* =) %	(A/*+B/*+C/* +D/*+E/* =) Total %

^{*}Associate degrees with semester hour units should use 60 as the denominator.

List course numbers, titles, and unit allotments under each applicable category. (See example below)

S

	(· · · · · · · · · · · · · · · · · · ·	
Studies in Art and Design		
Art and Design (Studio, Art/De	esign History, etc.)	
Art History 101 list continues	Survey I	3 units
Total Art/Design		units = A
Art Education (does not include	e student teaching)	
Art Education 121 list continues	Art Classroom Teaching	2 units
Total Art Education		units = B
Professional Education (includes sta	udent teaching)	
Education 121 list continues	Research Theories	2 units
Total Professional Education		units = C
General Studies		
English 111 list continues	English Literature	3 units
Total General Studies		units = D
Electives		
Psychology Electives list continues		2 units
Total Electives		units = E

^{*}Associate degrees with quarter hour units should use 90 as the denominator.

Instructions for Preparing Curricular Tables for

BACCALAUREATE DEGREES

- Complete a separate table for every major and (if applicable) each track/concentration/area of emphasis if designated, in every baccalaureate degree curriculum, using one of the following table templates according to the type of degree being described; for example, Professional Undergraduate Degrees in Art/Design, Professional Undergraduate Degrees in Art Education, Liberal Arts Undergraduate Degrees in Art/Design, etc.
- Institutions may modify a table template to aid in the accurate description of program offerings.
- If applicable, separate boxes may be added in a table for electives. Distinguish clearly between art/design electives and non-art/design electives.
- Each completed curricular table should describe a specific curricular offering.
- Degree titles, including tracks/concentrations/areas of emphasis if designated, must match the specific
 content of the offering. Degrees should not be named for the units in which they are housed, rather by
 their content.
- Within each curricular table, develop a detailed curricular outline giving course numbers, titles, and unit allotments in categories that conform to those in the table. Refer to the curricular structure of the appropriate degree option in the latest edition of the NASAD *Handbook* and any current addenda for clarification of "Major Area"; "Supportive Courses in Art and Design"; "Educational Theory, Methods, and Practice Teaching"; "General Studies"; etc. Attach a brief description of each course in the degree unless course descriptions are included in the institution's catalog or in other parts of the Self-Study and referenced.
- All institutions should use either 120 semester hours or 180 quarter hours as a base (denominator) for determining percentages. If programs require more than 120 semester hours or more than 180 quarter hours, this will result in percentage totals greater than 100% this is acceptable. See "How To Calculate Percentages" on page CT-3.
- Provide in the appropriate boxes the number of units for each portion of the curriculum and the
 percentage of the total units (based on the required denominator) this represents.
- For the purposes of preparing curricular tables, a "unit" represents either one semester hour of credit, or one quarter hour of credit.
- Please refer to the latest edition of the NASAD Handbook and any current addenda for specific degree Standards and Guidelines.
- Examples of curricular tables for baccalaureate degrees follow.

EXAMPLE 1: Liberal Arts Baccalaureate Degrees in Art/Design (B.A./B.S. degrees with a major in art/design)

Program Title (include major and any designated track/concentration/area of emphasis):

Number of Years to Complete the Program: Program Submitted for (check one below):					
Select One:	Select One: ☐ Renewal of Plan Approval and Final Approval for Listing ☐ Renewal of Plan Approval ☐ Plan Approval ☐ Final Approval for Listing ☐ Plan Approval and Final Approval for Listing				
Current Semester's Enrollment in Majors:					

Studio or Related Areas	Art/Design History	General Studies	Electives	Total Number of Units
# of units (= A)	# of units (= B)	# of units (= C)	# of units (= D)	(A+B+C+D =) Total Units
(A/* =) %	(B/* =) %	(C/* =) %	(D/* =) %	(A/*+B/*+C/*+ D/* =) Total %

^{*}Baccalaureate degrees with semester hour units should use 120 as the denominator. *Baccalaureate degrees with quarter hour units should use 180 as the denominator.

If applicable, add boxes for areas of emphasis such as business, second major, etc.

List course numbers, titles, and unit allotments under each applicable category. (See example below)

Studio or Related Areas Art 101 **Elementary Drawing** 3 units ... list continues ... Total Studio or Related Areas units = A**Art/Design History** Criticism Theory 114 2 units ... list continues ... Total Art/Design History units = B**General Studies** English 111 **English Literature** 3 units ... list continues ... **Total General Studies** ___ units = C **Electives** Science Electives 2 units ... list continues ...

Total Electives

 $\underline{\hspace{1cm}}$ units = D

EXAMPLE 2: Professional Baccalaureate Degrees in Art/Design (B.F.A. degrees, or degrees with other titles having goals and objectives consistent with those for the B.F.A. degree)

Program Title (include major and any designated track/concentration/area of emphasis):

Number of Years to Complete the Program:Program Submitted for (check one below):					
Select One:	☐ Renewal of Plan Approval and Final Appro☐ Plan Approval ☐ Final Approval for Lis	val for Listing ☐ Renewal of Plan Approval ting ☐ Plan Approval and Final Approval for Listing			
Current Semester's Enrollment in Majors:					

Studio or Related Areas	Art/Design History	General Studies	Electives	Total Number of Units
# of units (= A)	# of units (= B)	# of units (= C)	# of units (= D)	(A+B+C+D =) Total Units
(A/* =) %	(B/* =) %	(C/* =) %	(D/* =) %	(A/*+B/*+C/*+ D/* =) Total %

^{*}Baccalaureate degrees with semester hour units should use 120 as the denominator. *Baccalaureate degrees with quarter hour units should use 180 as the denominator.

List course numbers, titles, and unit allotments under each applicable category. (See example below)

Studio or Related Areas	
Art 101	

Elementary Drawing 3 units

... list continues ...

Total Studio or Related Areas

 $\underline{\hspace{1cm}}$ units = A

Art/Design History

Theory 114 Criticism

2 units

... list continues ...

Total Art/Design History

___ units = B

General Studies

English 111

English Literature

3 units

... list continues ...

Total General Studies

___ units = C

Electives

Science Electives

2 units

... list continues ...

Total Electives

 $_{--}$ units = D

EXAMPLE 3: Baccalaureate Degrees in Art Education (all programs that prepare specialist art/design teachers, irrespective of degree title: B.F.A., B.A. in Art Education, B.S. in Art Education, etc.)

Program Title (include major and any designated track/concentration/area of emphasis):

Number of Years to	o Complete the Pr	ogram:			
	enewal of Plan Appro	elow): oval and Final Approvinal Approval for List		☐ Renewal of Plan A val and Final Approv	
Current Semester's I Name of Program Su	Enrollment in Major	rs:			ar for Listing
Art and Design (Studio, Art/Design History, etc.)	Art Education	Professional Education	General Studies	Electives	Total Number of Units
# of units (= A)	# of units (= B)	# of units (= C)	# of units (= D)	# of units (= E)	(A+B+C+D+E =) Total Units
(A/* =) %	(B/* =) %	(C/* =) %	(D/* =) %	(E/* =) %	(A/*+B/*+C/* +D/*+E/* =) Total %
			r units should use 1 r units should use 18		
	List	under each app	tles, and unit allotn licable category. aple below)	nents	
Studies in Art and	<u>Design</u>		,		
	(Studio, Art/Des				
Art History list cont		Survey I		3	units
Total Art and D					units = A
	(does not include s	student teaching)			
Art Educati		•	n Classroom Teachi	ng 2	units
list cont					
Total Art Educa				_	units = B
Professional Educa	tion (includes stud		a	2	
Education 121 list continue	s	Methods S	Survey	2	units
Total Professional E					units = C
General Studies					
English 111		English L	iterature	3	units
list continue					ita D
Total General Studie	es			_	units = D
Electives Psychology Ele	ctives			2	units
list continue				2	uiito

Total Electives

 $\underline{}$ units = E

Instructions for Preparing Curricular Tables for

MASTER'S PROGRAMS

- Complete a separate table for every major and (if applicable) each track/concentration/area of emphasis
 if designated, in every master's degree curriculum, using one of the following table templates according
 to the type of degree being described.
- Institutions may modify a table template to aid in the accurate description of program offerings.
- If applicable, separate boxes may be added in a table for electives. Distinguish clearly between art/design electives and non-art/design electives.
- Each completed curricular table should describe a specific curricular offering.
- Degree titles, including tracks/concentrations/areas of emphasis if designated, must match the specific content of the offering. Degrees should not be named for the units in which they are housed but by their content.
- Within each curricular table, develop a detailed curricular outline giving course numbers, titles, and unit allotments in categories that conform to those in the table. Refer to the curricular structure of the appropriate degree option in the latest edition of the NASAD *Handbook* and any current addenda for clarification of "Studio or Related Areas"; "Major Studies in Art/Design"; "Other Studies in Art/Design"; "Electives"; etc. Attach a brief description of each course in the degree unless course descriptions are included in the institution's catalog or in other parts of the Self-Study and referenced.
- All institutions should use either 30 semester hours or 45 quarter hours as a base (denominator) for determining percentages for Master of Art/design, Master of Art/design Education, Master of Arts, and Master of Science degrees. If programs require more than 30 semester hours or more than 45 quarter hours, this will result in percentage totals greater than 100% this is acceptable. See "How To Calculate Percentages" on page CT-3.
- Provide in the appropriate boxes the number of units for each portion of the curriculum and the
 percentage of the total units (based on the required denominator) this represents.
- For the purposes of preparing curricular tables, a "unit" represents either one semester hour of credit, or one quarter hour of credit.
- Please refer to the latest edition of the NASAD Handbook and any current addenda for specific master's degree Standards and Guidelines.
- Examples of curricular tables for master's degrees follow.

EXAMPLE 1: Specific Initial Master's Degrees (M.A./M.S. degrees in art/design) [See NASAD Handbook for the distinction between "initial" and "terminal" master's degrees.]

Number of Years to Comple	te the Program:		
Program Submitted for (che	eck one below): Plan Approval and Final Appro	oval for Listing Renew	val of Plan Approval
□ Plan Approv		sting	
Current Semester's Enrollment Name of Program Supervisor(s	-		
Major Studies in Art/Design	Other Studies in Art/Design	Electives	Total Number of Units
# of units (= A)	# of units (= B)	# of units (= C)	(A+B+C =) Total Units
(A/* =) %	(B/* =) %	(C/* =) %	(A/*+B/*+C/*=) Total %
		r units should use 30 as the d units should use 45 as the de	
	under each ap	titles, and unit allotments plicable category. mple below)	
Major Studies in Art/Design	<u>l</u>		
Theory 521	Advance	ed Analysis	3 units
list continues			
Total Major Studies in Art/De	esign		units = A
Other Studies in Art/Design			
Art/Design 721	Survey		1 unit
list continues			
Total Other Studies in Art/De	sign		units = B
<u>Electives</u>			
4 units from among the fo	1 unit		
list continues			
Total Electives			units = C

EXAMPLE 2 Specific Terminal Master's Degrees (M.F.A. degrees in art/design or the equivalent) [See NASAD Handbook for the distinction between "initial" and "terminal" master's degrees.]

	, , ,	•	,
Number of Years to Compl Program Submitted for (Cl			
_	Plan Approval and Final Approv		l of Plan Approval nal Approval for Listing
	nt in Majors:s):		
Studio or Related Areas	Other Studies in Art/Design	Electives	Total Number of Units
# of units (= A)	# of units (= B)	# of units (= C)	(A+B+C =) Total Units
(A/* =) %	(B/* =) %	(C/* =) %	(A/*+B/*+C/* =) Total %
		nits should use 60 as the deno nits should use 90 as the deno	
	under each app	tles, and unit allotments licable category. aple below)	
Studio or Related Areas			
Art 617	Advanced	l Photography	3 units
list continues			
Total Studio or Related Area	s		units = A
Other Studies in Art/Design	<u>1</u>		
Art 701	Printmaki	ng	1 unit
list continues			
Total Other Studies in Art/D	esign		units = B
Electives			
6 units from among the	following:		2 units
list continues			
Total Electives			units = C

EXAMPLE 3 Specific Master's Degrees in Art Education (M.A./M.S. degrees in art/design education)

	and any designated trace	2 0011001101 W1011 W1 0W 01 0111p	
Number of Years to Complete Program Submitted for (chec			
Select One: ☐ Renewal of Pl.☐ Plan Approval	an Approval and Final Approv	val for Listing ☐ Renewa ing ☐ Plan Approval and Fin	l of Plan Approval nal Approval for Listing
Current Semester's Enrollment in Name of Program Supervisor(s):			
Core of Required Studies in Art/Design Education	Other Studies in Art/Design	Electives	Total Number of Units
# of units (= A)	# of units (= B)	# of units (= C)	(A+B+C =) Total Units
(A/* =) %	(B/* =) %	(C/* =) %	(A/*+B/*+C/* =) Total %
		units should use 30 as the der units should use 45 as the den	
		tles, and unit allotments licable category. ple below)	
Core of Required Studies in A	Art/Design Education		
Art/Design 651	Methods		3 units
list continues			
Total Core of Required Studies	in Art/Design Education		units = A
Other Studies in Art/Design			
Art/Design 550	History of	Design	1 unit
list continues			
Total Other Studies in Art/Desi	gn		units = B
<u>Electives</u>			
6 units from among the fol	lowing:		2 units
list continues			
Total Electives	units = C		

Instructions for Preparing Curricular Tables for DOCTORAL DEGREES

- Complete a separate table for every major and (if applicable) each track/concentration/area of emphasis if designated, in every doctoral degree curriculum, using the following table template.
- Institutions may modify a table template to aid in the accurate description of program offerings.
- If applicable, separate boxes may be added in a table for electives. Distinguish clearly between art/design electives and non-art/design electives.
- Each completed curricular table should describe a specific curricular offering.
- Degree titles, including tracks/concentrations/areas of emphasis if designated, must match the specific content of the offering. Degrees should not be named for the units in which they are housed, rather by their content.
- Within each curricular table, develop a detailed curricular outline giving course numbers, titles, and unit allotments in categories that conform to those in the table. Refer to the curricular structure of the appropriate degree option in the latest edition of the NASAD *Handbook* and any current addenda for clarification of "Major Area;" "Other Studies in Art/Design;" "Electives;" etc. Attach a brief description of each course in the degree unless course descriptions are included in the institution's catalog or in other parts of the Self-Study and referenced.
- Provide in the appropriate boxes the number of units for each portion of the curriculum.
- For the purposes of preparing curricular tables, a "unit" represents either one semester hour of credit, or one quarter hour of credit.
- Please refer to the latest edition of the NASAD Handbook and any current addenda for doctoral degree Standards and Guidelines.
- An example of a curricular table for a doctoral degree follows.

EXAMPLE: Ph.D., Ed.D. Degrees in Art/Design

Number of Years to Comple			
Program Submitted for (che Select One: ☐ Renewal of ☐ Plan Approx	Plan Approval and Final Appro		of Plan Approval l Approval for Listing
Major Area	Other Studies in Art/Design	Electives	Total Number of Units
# of units (= A)	# of units (= B)	# of units (= C)	(A+B+C =) Total Units
Per	rcentage calculations are no	ot required for doctoral program	s.
	under each ap	titles, and unit allotments plicable category. mple below)	
Major Area			
Art 801	Professional Seminar	r in Art History and Criticism	3 units
list continues			
Total Major Area			units = A
Other Studies in Art/Design	<u>1</u>		
Art 721	Introduction to Colle	ge Studio Art Teaching	1 unit
list continues			
Total Other Studies in Art/De	esign		units = B
<u>Electives</u>			
At least one graduate-lev	vel course in sociology, histo	ory, or statistics	
list continues			
Total Electives			units = C