

BIS/IDIM PROPOSAL OUTLINE



The overall purpose of the proposal statement is to demonstrate how your interests and experiences have led you to the academic goals you hope to achieve in you BIS or IDIM program. The proposal should explain and justify your program by exploring the logic of your program, the coherence and function of each of your concentrations, and the contribution which each course makes to those concentrations. You should follow this outline while drafting your statement.

I. Introduction and background material (approximately 1 page)

Describe your academic experiences and general interests as they relate to the program you are proposing. You should include both academic and non-academic goals and interests that are relevant to your proposed program. Keep in mind that this is a proposal for your **academic** program, and therefore you should emphasize the intellectual and creative aspects of the program.

Introduce the most basic elements of your program. For BIS, introduce your concentration area titles and an overview of each concentration. If appropriate, note briefly any relevant connections among the areas proposed. For IDIM, present a clear and rigorous explanation of the program theme, explaining how it relates to the areas of concentration and how the concentrations themselves are interrelated.

II. Description of areas of concentration (approximately 3-4 pages)

The second part of your proposal statement should describe your concentrations. Discuss each concentration in turn, following the order in which they are listed on your Course Worksheet. ***Non-CLA concentrations should be described last.*** For each concentration, you must do the following:

(1) Describe the concentration itself: its overall purpose and its specific focus or function. Explain what you expect to learn from the concentration, using concrete examples. IDIM applicants must explain how each of the areas of concentration contribute to an understanding of the overall theme. This may be done as part of your explanation of each area, or this may be the subject of a separate paragraph.

(2) Discuss each course. (Please note: You will probably not stress each course equally, but ***every course in your proposed program must be discussed.***) Begin with transfer courses and then proceed to U of M courses (your descriptions should be the same order as they appear on your Course Worksheet). Explain how each of these courses contributes to your theoretical and practical understanding of your chosen areas and stimulates your interest in specific related issues. It is important to emphasize the overall coherence of the concentration – how each of your course selections makes sense in terms of your description of the overall concentration in step one (1) above.

III. Conclusion (approximately 1 -2 paragraphs)

Briefly summarize the strengths of your proposed program. Emphasize the appropriateness of an individualized degree for you by focusing on how your course selection enables you to meet your academic goals. Explain how your plans for the future (career, graduate school, post-college plans) relate to your chosen course of study in an individualized degree program.

IMPORTANT: INCLUDE A COPY OF YOUR COURSE WORKSHEET!

Be sure that the Worksheet lists all course designators and numbers, course titles, number of credits, and grades for completed courses. Quarter-based credits should be converted to semester credits. Your Worksheet should only contain the courses that are in your program—you should not list prerequisite courses unless they are part of your program. BIS students should therefore only list courses at the 3/4/5xxx level. It is the **student's responsibility** to report accurately the course credits by consulting the 2004-2006 Undergraduate Catalogue (pages 301-496) and to add up correctly the number of credits in the program. To access the Course Worksheet, go to <http://idp.class.umn.edu> and click on Writing the Proposal.