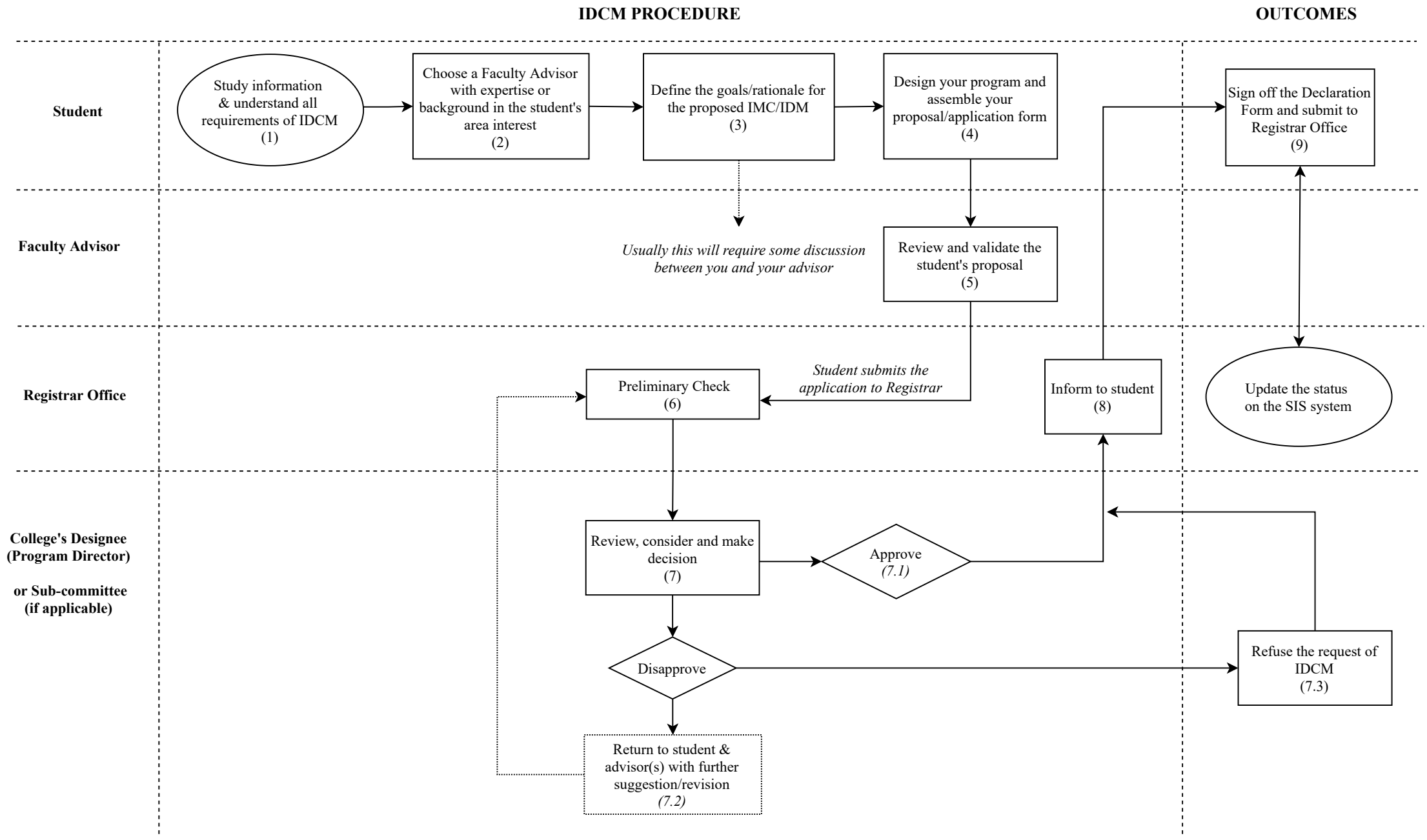
IDCM PROCEDURE
OUTCOMES
Student
Faculty Advisor
Registrar Office
College's Designee (Program Director) or Sub-committee (if applicable)
Study information & understand all requirements of IDCM (1)
Choose a Faculty Advisor with expertise or background in the student's area interest (2)
Define the goals/rationale for the proposed IMC/IDM (3)
Design your program and assemble your proposal/application form (4)
Sign off the Declaration Form and submit to Registrar Office (9)
Usually this will require some discussion between you and your advisor
Review and validate the student's proposal (5)
Student submits the application to Registrar
Preliminary Check (6)
Inform to student (8)
Update the status on the SIS system
Review, consider and make decision (7)
Approve (7.1)
Disapprove
Refuse the request of IDCM (7.3)
Return to student & advisor(s) with further suggestion/revision (7.2)