

## **RME Process for Accelerated Masters Programs**

In Fall 2023, the Graduate Council approved a resolution to use a “blanket” approach for the approval of accelerated (4+1) programs. The RME for Accelerated (4+1) Masters programs was developed for this purpose and will streamline the process as any request to add an accelerated program will no longer need go through Graduate Council due to this blanket approval.

1. The RME originates in the school/college making the request and shall include:
  - a. The RME. The available format is an editable MS Word template.
  - b. The catalog copy with edits.
2. Send the above to the Office of the Associate Provost for Academic Programs (APAP) at [apap@siu.edu](mailto:apap@siu.edu).
3. The APAP will review the completed proposal and provide feedback.
4. The RME will be reviewed by the Dean and Associate Dean of the Graduate School.
5. After revisions have been made, submit approval form and dean’s letter of support.
6. The RME packet will be forwarded by the Provost to the Chancellor for approval. Upon approval by the Chancellor, a request will be sent to the SIU President for formal approval.
7. After receiving approval from the President, a memo to affected officers will be distributed from the APAP office, and the signed Program Description Form 90A will be requested. The effective date for implementation will correspond with the effective term of “the next published catalog.” Please note that the effective date of the approved RME will correspond with whichever catalog is open for changes at the time of the approval. The deadline for inclusion in the catalog is October 1 of the year prior to the publication of the catalog. *Example: An RME approved December 2024 (after the Oct 1 deadline) will be implemented in the 2026/27 catalog.* Exceptions require Provost approval. Programs cannot register or graduate students in the new RME approved program until the catalog is published.
8. For more information, contact the Office of the Associate Provost for Academic Programs at [apap@siu.edu](mailto:apap@siu.edu) or at 453-7653.