**Process for Establishing Concentrations, Emphases, and Specializations within Established Degree Programs**

1. **Definitions and Criteria**
2. **Concentration** - A subcurriculum such as a new method of inquiry or an important field of application which may be interdisciplinary and is applicable to one or more existing graduate programs. It is represented by the inclusion of graduate faculty, and consists of a coordinated set of courses (usually 4 or more) in conjunction with examinations, thesis and/or dissertation, and is joined with the curriculum of one or more established graduate programs in a manner such that the requirements of the graduate program and of the concentration are met concurrently. Students ordinarily are admitted directly into a concentration. Concentrations may have significant research and teaching components and must be approved by the Graduate Council. Concentrations are listed on a student's transcript, and require a unique major code but are not listed on the diploma.
3. **Emphasis -** A program of study, often interdisciplinary, that focuses on a specific area of a discipline and may or may not reside in the student's academic unit. An emphasis may exist within a concentration or within a regular degree program or be free standing, such as the PhD Emphasis in Feminist Studies. It has a defined course of study, and differs from a concentration in that it requires fewer courses (usually 3), and the studies provide somewhat less depth and expertise in a subject matter. The subject matter of the emphasis may be integrated into the thesis/dissertation as appropriate. Students do not apply to an emphasis, but may select one with the consent of their advisor during their course of study. Emphases must be approved by the Graduate Council. They are not listed on the student's transcript or diploma, nor are they required as part of any graduate degree.
4. **Specialization (aka Track and Focus)** - A term for a program that carries less academic weight and is used more flexibly than a *concentration* or *emphasis*. It may be used to denote a program of study that enables students to focus on courses in a particular area of study without formal requirements. The term may also be used interchangeably with ***Track and Focus.*** Specializations, tracks, and foci do not carry any specific admission, supervision, or conferral of degree criteria, and therefore do not require approval of the Graduate Council, but they do require approval by the Chair/Dean of the School, and the faculty of the department. Catalogue and Web copy must be sent to the Council Analyst/Liaison with the Graduate Division for review and approval as well as to the Editor's office. They are not listed on the student's transcript or diploma, nor are they required as part of any graduate degree.
5. **Process for Establishing a Concentration or Emphasis**
6. Complete and submit the “Request for Approval to Modify Graduate Degree Requirements” form. Please note the form requires a cover letter describing the concentration or emphasis and the rational and need.
7. Include the following required appendices:
* Revised and Dated Program Summary
* Revised Catalogue Copy
* Revised Website Copy
* Revised/New Course Action Forms
* Letter(s) of Support
1. Submit cover letter, form, and appendices for Graduate Division and Grad Council Review to:

Jill Kato, Academic Senate Analyst, jkkato@uci.edu or

Oana Abrudan, Graduate Academic Program Director, oabrudan@uci.edu

1. **Process for Establishing a Specialization**
2. Submit Catalogue and Web Copy to Graduate Division and Grad Council Review to:

Jill Kato, Academic Senate Analyst, jkkato@uci.edu or

Oana Abrudan, Graduate Academic Program Director, oabrudan@uci.edu