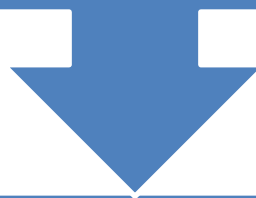## Develop course list before Jr. year

consult with IIS academic advisor

research existing programs at other universities (preferably in VA)

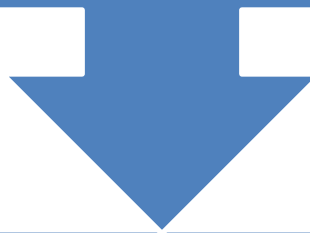e-mail to advisor for approval

Revise course list

consult with two sponsors in your major disciplines (at least one has to be full-time tenure track ODU faculty)

Draft proposal--no later than 1st semester Jr. yr

refer to sample proposals provided by advisor and Proposal Checklist in Student Information Packet at al.odu.edu/ids/iis

e-mail to advisor for revision suggestions

IIS committee approval--with 30 cr hrs left in degree

Once advisor believes proposal is set for committee, prepare title page with major title, your name and UIN, your advisors and their ranks → e-mail final draft to advisor → wait for notification of approval from committee