

College of Arts and Sciences, University of Hawai'i at Hilo  
**APPLICATION FOR LIBERAL STUDIES (rev August 2016)**

The Liberal Studies Program is designed for the student who wishes to develop and plan an interdisciplinary course of study that explores a particular problem or theme through a multi-disciplinary constellation of courses, enhances critical thinking with ethical thought, develops problem-solving skills, and creates well-informed, responsible and engaged global citizens. The B.A. in Liberal Studies creates an academically sound and rigorous interdisciplinary course of study with thematic integrity and continuity.

**Requirements and Instructions:**

Any student in good academic standing (2.0 GPA or better) may apply for admission to the B. A. in Liberal Studies program. At the time that the degree proposal is submitted to the Liberal Studies Program coordinator, a student generally has at least 21 more credits of course work still to undertake in the B. A. in Liberal Studies beginning with the subsequent semester or term.

An eligible student may apply for admission to the Program by completing an application form on which the following must be included:

- 1) a statement addressing the student's educational goals as embodied in the proposal for a Liberal Studies major-equivalent;
- 2) an explanation of why these goals cannot be achieved through an existing major program at UHH;
- 3) a Student Learning Outcomes statement;
- 4) a justification of the courses that will comprise the B.A. in Liberal Studies, which have a minimum of 33 semester hours, of which at least 24 hours must be in upper-division courses.
- 5) a list of courses that will comprise the major-equivalent, which total a minimum of 33 credits, of which at least 24 credits must be in upper-division courses.

The student will select a faculty advisor from among UH Hilo faculty, who will work with the student to design the program of courses, write a Student Learning Outcomes statement and provide a memo endorsing the academic rigor and coherence of the proposed program of courses. The Faculty Advisor must append a letter attesting to the academic quality of the proposed program and the ability of the student to complete the program.

University regulations applying to prerequisites and graduation requirements, including requirements for GE, WI, and H/A/P and the requirement that students complete 45 upper-division credits (check: <https://hilo.hawaii.edu/catalog/upper-division-requirement> for detail) and a total of 120 semester credits, apply to all students at UH Hilo, including those with approved Liberal Studies major-equivalents.

The student must meet with the Liberal Studies Coordinator before preparing the form. Please contact Yoshiko Fukushima (yf83@hawaii.edu). **NOTES: Liberal Studies: Health Care Administration** applicants, please meet the LS: HCA Faculty Advisor Rachel Loo (at loorache@hawaii.edu) before you submit the form to the following approvers.

The application form, with attached Degree Plan Appendix, and the Transcript must be approved by the Faculty Advisor, the Liberal Studies Coordinator, and the CAS Faculty Senate Standing Committee – Curriculum Review Committee.

**Deadlines: November 1 for the following Fall Semester or April 1 for the following Spring Semester**

YOUR NAME: \_\_\_\_\_  
YOUR DEGREE TITLE: \_\_\_\_\_

Name: \_\_\_\_\_ Banner/Student ID No.: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Checklist:

- \_\_\_\_\_ Transcript downloaded from the MYUH/STAR Degree page
- \_\_\_\_\_ Original and PDF/WORD file of Application (with attached Appendix for Liberal Studies Program)
- \_\_\_\_\_ Original and PDF/WORD file (or email note) of Faculty Advisor's Letter of Support

**Signatures:**

1. Student: \_\_\_\_\_ Date: \_\_\_\_\_  
 Approved  
 Not Approved
2. Faculty Advisor: \_\_\_\_\_ Date: \_\_\_\_\_  
 Approved  
 Not Approved Comments:  
Comments:
3. Liberal Studies Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_  
 Approved  
 Not Approved  
Comments:
4. CAS Curriculum Review Committee Chair: \_\_\_\_\_ Date: \_\_\_\_\_  
 Approved  
 Not Approved  
Comments:
5. CAS Dean: \_\_\_\_\_ Date: \_\_\_\_\_  
 Approved  
 Not Approved  
Comments:



YOUR NAME: \_\_\_\_\_  
YOUR DEGREE TITLE: \_\_\_\_\_

4. Proposed Major Equivalent - Program Title \_\_\_\_\_

A. Courses Completed to Date that apply towards the proposed program (list by institution, then alphabetically.) If courses were taken elsewhere than UH Hilo, indicate where.

Institution	Alpha	Number	Course Title	Credits	Grade

B. Courses to be completed (21 Credits min): If courses will be taken elsewhere, indicate where.

Institution	Alpha	Number	Course Title	Credits	Grade

C. Total Credits in Proposed Program: Lower Division \_\_\_\_\_ Upper Division \_\_\_\_\_

The proposed coursework meets or exceeds the required credit distribution for such proposals:

Student: \_\_\_\_\_ Date \_\_\_\_\_  
(Print Name/Signature)

Advisor: \_\_\_\_\_ Date \_\_\_\_\_  
(Print Name/Signature)

Liberal Studies Coordinator: \_\_\_\_\_ Date \_\_\_\_\_  
(Print Name/Signature)

YOUR NAME: \_\_\_\_\_  
YOUR DEGREE TITLE: \_\_\_\_\_

**Degree Plan Appendix:**

I. Foundation Courses and Major Requirements

1) Major Foundation Courses (\_\_\_ hours) [*If any, otherwise keep blank*]

Institution	Alpha	Number	Course Title	Credits

2) Major Requirements (\_\_\_ hours)

a. Lower Division Courses (\_\_\_ hours) [*If any, otherwise keep blank*]

Institution	Alpha	Number	Course Title	Credits

b. Upper Division Courses (\_\_\_ hours)

Institution	Alpha	Number	Course Title	Credits

YOUR NAME: \_\_\_\_\_  
YOUR DEGREE TITLE: \_\_\_\_\_

Notes: Mark “\*” for the currently ongoing courses and “\*\*” for courses already completed.

II. Schedule by Semester

Semester: \_\_\_\_\_ Year: \_\_\_\_\_

Institution	Alpha	Number	Course Title	Credits

Semester: \_\_\_\_\_ Year: \_\_\_\_\_

Institution	Alpha	Number	Course Title	Credits

Semester: \_\_\_\_\_ Year: \_\_\_\_\_

Institution	Alpha	Number	Course Title	Credits

Semester: \_\_\_\_\_ Year: \_\_\_\_\_

Institution	Alpha	Number	Course Title	Credits

Semester: \_\_\_\_\_ Year: \_\_\_\_\_

Institution	Alpha	Number	Course Title	Credits

YOUR NAME: \_\_\_\_\_  
YOUR DEGREE TITLE: \_\_\_\_\_