

*Proposal for Exception to Departmental Cluster*

\_\_\_\_\_  
Last Name                      First Name                      M.I.   Class                      Student ID Number

\_\_\_\_\_  
Phone Number                      Local Mailing Address

\_\_\_\_\_  
E-mail Address

**Name of Authorized Cluster:** \_\_\_\_\_

**Cluster Number:** \_\_\_\_\_

**List the courses that will be used to complete the Cluster. (At least 12 credit hours are required.) Use an asterisk to show the course(s) not included in the authorized Cluster, and please note the reasons for the acceptability of the course(s) in this student's circumstances.**

<b>Course Number</b>	<b>Title</b>	<b>Semester</b>
(e.g., PHY 103)	Physics of Music	Spr. '08)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Reasons:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Signature of Authorized Faculty Member                      Date                      Signature of Student                      Date**

.....  
Accepted by Curriculum Committee: \_\_\_\_\_ Date \_\_\_\_\_

*What is a Cluster?*

- A cluster is a set of three or more related courses (including at least 12 credit hours) within a single academic division that is approved as a set. The College Curriculum Committee has approved over 250 clusters submitted by departments, programs, and interdisciplinary groups. The principles that have been established by the Curriculum Committee are available in the Cluster Search Engine: [www.rochester.edu/College/CCAS/clusters](http://www.rochester.edu/College/CCAS/clusters).

*Has a Cluster already been approved that matches your interests?*

- Be sure to check the courses that interest you in the Cluster Search Engine. You may find what you're looking for, or may find something that is close. If it's the latter, talk to the undergraduate adviser in the department that established or administers the Cluster to review your options. After talking it over with her or him, you may find that an existing Cluster is closer to your interests than you thought.

*What if you want a Cluster composed of courses from three different departments?*

- Consider proposing an individualized interdepartmental Cluster. Further information and the proposal form may be obtained from the Center for Study Abroad and Interdepartmental Programs in Lattimore 206.

*What if you want a Cluster that is different from any that is authorized (i.e., any that is in the Cluster Search Engine), but is composed of courses at least two of which are within a single department?*

- Talk to the undergraduate adviser in that department about the feasibility of establishing a new Cluster (or modifying an existing Cluster) through the Curriculum Committee. The department may wish to open a new opportunity to all students, and would be responsible for submitting a proposal to the Committee.

- If the department does not wish to propose a new Cluster or modify an existing Cluster, you may propose an exception to a Cluster that the Curriculum Committee has already authorized. You should complete the form on the reverse requesting such an exception, making sure you specify the course that would make this an exception and why it fulfills the spirit of the authorized Cluster. It is important to list all of the courses you will use for the Cluster along with the semesters in which you completed them. (Remember, you will need at least a C average over the 12 credit hours of the Cluster.) After you and the authorized faculty member in the department have signed this form, submit it (along with a self-addressed envelope) to the Curriculum Committee in care of the College Center for Academic Support in Lattimore 312. You and the department will be notified of the Committee's decision by mail.