Proposing Your Area of Concentration (major): Important Details

CUNY BA asks that you submit a detailed Area of Concentration (AOC) proposal so that we can assess how we can help you meet your academic goals. Please follow these steps as you construct your proposal. AOC examples are below.

FOR ALL CONCENTRATIONS:

• Each course must come from a CUNY senior college (not from a community college)

• Each course must come from a college department that offers a Bachelor’s degree

Most academic departments offer bachelor degrees; some do not. In the case of New York City College of Technology, which offers associate and bachelor degrees, courses that lead to the associate degree (typically, 1000 and 2000 numbers) are not acceptable even when they are from departments that offer a bachelor’s degree.

• List each course clearly, with its College, Department Name, Catalog Course Number, and number of credits.

• Courses must be beyond the introductory level. Example: If your Area is American Political History, do not include Introduction to Political Science or Introduction to History.

In the case of most foreign language concentrations, the first four semesters of language are considered introductory.

A sequence of lower-level courses, such as CHEM 1 and CHEM 2, is considered “introductory” even though there is a pre-requisite for CHEM 2.

For Business/Economics areas, Elementary Microeconomics and Macroeconomics courses are introductory-level courses.

• Each course should be directly related to the Area of Concentration title; do not include basic, ancillary courses (courses not directly related to the focus of your
study). Explanation: A Statistics course is often important, especially in Areas that involve the social sciences – and it is often required for graduate school – but if your area is American Political History, a course in Introduction to Social Statistics would not belong in your proposal. You can take that course as an elective.

GENERAL GUIDANCE:

• You are not required to consult a professor on your course selections during the application stage (although you are welcome to).

• You may submit your course proposal on a separate (typed) sheet. If you write on the form provided, please do so neatly and legibly.

• You may include internships or independent studies.

• You may include courses previously taken, as follows: four or fewer for a single Area; three or fewer in each dual Area.

• CUNY BA students are allowed to take no more than 3 Baruch Zicklin School courses total (3000-level and above) toward their degree. You must complete the individual course prerequisites before you will be allowed to enroll. You may want to select courses from another senior CUNY college that offers a degree in business. For more information, see http://cunyba.gc.cuny.edu/baruch-prospectives/

• Many of the courses offered throughout CUNY are available for review online at http://student.cuny.edu/cgi-bin/CourseCatalog/CCatColleges.pl

• You may be asked to submit a revised Area proposal as part of your application if you did not sufficiently apply the guidelines shown here.

• If you are accepted, your course plan will become official once it is approved by your chosen faculty mentor and the program’s Academic Director. Acceptance to CUNY BA does not mean that each course in your proposal has been approved.
Example of an Area of Concentration that would be returned to the student for revision:

**Human Development**

- Hunter College  BIOL 120  Anatomy and Physiology I *
- Hunter College  BIOL 122  Anatomy and Physiology II *
- Hunter College  STAT 113  Elementary Probability & Statistics *
- Hunter College  PSYCH 210  Child Psychology
- Hunter College  PSYCH 242  Health Psychology
- Baruch College  CHEM 2003  General Chemistry I *
- Baruch College  PSYC 3082  Mind, Brain and Behavior
- NYC Tech  PSYCH 2303  Psychology of Aging ¶

* These are lower level, ancillary courses. They are important in the field of Human Development, but would be taken as electives (in this case, they could also be applied to the CUNY BA core distribution)

¶ NYC Tech does not offer a Bachelor’s degree in Psychology; this course could not be used in an Area.

Example of a Satisfactory Area of Concentration Proposal:

**Human Development**

- Hunter College  BIOL 322  Evolution
- City College  PSYCH 226  Life Span Development
- City College  PSYCH 246  Human Development: Infancy & Childhood
- City College  PSYCH 256  Human Development: Adolescence & Youth
- City College  PSYCH 266  Human Development: Adulthood & Aging
- Baruch College  BIOL 4010  Human Physiology
- Baruch College  PSYC 3082  Mind, Brain and Behavior
- Baruch College  PSYCH 3185  Experimental Psychology

Note that all the courses are from departments that offer Bachelor degrees, are on the intermediate or advanced level, and are all interrelated and relate back to the Area title.