

DPC policy on student POE course substitutions. Student designated POEs may not deviate from the DPC approved designated POE by more than 30% of the POE credit hours or the POE must be submitted as an individualized POE. Student secondary emphases may not deviate from the DPC approved secondary emphasis by more than 2 courses. Exceptions will be made for transfer courses that apply to the field of study that cannot be equated to courses within the related departments (i.e., courses from study abroad programs or courses transferred from other institutions) and courses no longer offered due to catalog changes. The registrar's office may make such minor revisions with the consent of the student's advisors without DPC approval and will defer to the department chair for final approval in cases where exceptions to this policy are being requested.

DPC policy on departmental POE and secondary emphasis (SE) modifications

The registrar's office has the authority to make minor revisions to POEs and secondary emphases without DPC approval. Minor changes include regrouping courses within the POE/SE, renumbering or renaming of courses, and changes to course credits. POE/SE requirements must not be violated by the changes (e.g., minimum and maximum credits, 18 upper-level credits, capstone requirement, etc.). Changes beyond these should be submitted to DPC by the department chair. The registrar's office will defer to DPC if requests fall beyond these minor changes.

DPC policy on Secondary Emphasis overlaps

POE/Secondary Emphasis Overlap and Multiple Secondary Emphasis Overlap

Students and advisors should take great care to ensure that secondary emphases are applied to POEs in meaningful ways and discretion for the number of courses in the secondary emphasis that may overlap with a POE or other secondary emphasis will be at the discretion of the department chair.

POE/SE and Certificate Overlap

From 3.3.6 of the Faculty Manual: Certificates may overlap with POE coursework. However, if a student wishes to get a certificate and a secondary emphasis, there must be a minimum of 15 credits in the certificate that do not overlap with the secondary emphasis.

DPC Policy on multiple POE capstone requirements

From 3.1.1.II.B.2.a of the Faculty Manual: Each POE must require a capstone experience to be completed as part of a student's final 30 credits.

From 3.1.1.II.B.2.c of the Faculty Manual with special note on the second bullet point:

Students will demonstrate their ability to meet the following learning outcomes:

- think analytically and/or creatively
- *express depth of knowledge in an academic field*
- substantively reflect on how their Juniata experience has shaped their own values and future goals
- describe how a holistic and intentional approach to life fosters personal wellbeing

As capstone experiences are a requirement of the POE and meant to represent the culminating experience in an academic field, students fulfilling multiple POEs must complete a capstone experience in each POE they wish to include in the degree.

DPC policy on multiple POE overlaps. Students declaring two or more undergraduate POEs must have at least 18 unique credits per POE. In unusual circumstances, a student may seek the approval of both department chairs to have fewer than 18 unique credits. The registrar's office will defer to DPC for final approval in cases where

1. exceptions are being requested;
2. a student wishes to appeal chair decisions.