Contact: TransferToHOD@Vanderbilt.edu

Thank you for your interest in HOD.

Overview of major

This joint program between the Departments of [Human and Organizational Development (HOD)](#) and [Leadership, Policy, and Organizations (LPO)](#), ensures students obtain a strong foundation in the sciences and liberal arts, emphasizing writing, oral presentation, and analytic skills.

The HOD major prepares students to address complex social problems in organizations and communities. The curriculum challenges students to view human problems and their solutions as embedded in broader social-ecological systems.

HOD coursework draws on a range of disciplinary perspectives (e.g., psychology, organizational studies, sociology, political science, anthropology, geography, and economics), and explores societal issues across different levels of analysis (e.g., individual, group, organization, community, policy, or international).

Courses engage students through active learning approaches involving teams, simulations, case studies, field experiences, and interaction with academic researchers and professionals in the field.

Resources

To help you learn more about the HOD Vanderbilt community and discern your next steps, we've compiled a list of helpful tips, links and resources so you can familiarize yourself with the major and the potential intra-university transfer process.

- **Understand the course of study:**
    - On the HOD website, [review the key goals and components of the major](#).
    - On the admissions website, [review the overview of the coursework which comprises the HOD program of study](#).

- o You can also refer to [this document to understand the courses you will take](#), as well as reviewing course requirements on your degree audit by clicking the "What If" tab and selecting "Human & Organizational Development."
- **Complete the "[Transfer to Peabody and HOD Webinar](#)"** including the form at the end which documents your completion for future IUT application approval.
- **Explore additional resources:**
  - o **[Navigating HOD](#)** is a document created by the HOD advising leads to assist you in finding resources related to planning your course of study, course registration, finding support, and frequently asked questions about HOD. It is consistently updated with the most recent information available.
  - o **Email [TransferToHOD@Vanderbilt.edu](#)** to set up a one-to-one pre-transfer advising meeting.
  - o **Click [HERE](#)** to get to know the HOD Faculty.
  - o **HOD Blog**: The HOD Blog captures HOD **[student highlights](#)**, **[faculty](#)** fun facts, HOD **[event recaps](#)** and **[weekly coffee chats](#)**. Bookmark the HOD capstone site **[HERE](#)**. It is a great resource for brainstorming and learning more about the major.
  - o **Read the HOD Newsletter,** *HOD Field Notes* **[HERE](#)**.
  - o **VU Peabody on Instagram.** Peabody College posts highlights and updates about students, academics, HOD, and more. Follow @vupeabody and @vandy.hod to stay connected with our community.

Transferring to HOD

Note: HOD requires 33 hours of coursework, plus a 15-hour capstone experience. The major is designed to be completed over at least 6 semesters. If you are a third-year student who has not begun your HOD coursework, we cannot guarantee an on-time graduation date. Please use the What-If function on your degree audit to calculate the courses you will need and generate a schedule for yourself.

1. Please check [Navigating HOD](#) first to see if you can find answers to common questions. There is information on this document about transferring and/or adding HOD as a second major.
2. Be sure that you are using the Degree Audit to plan for your course of study. [Here is a guide for this.](#) If you are trying to explore HOD and you are not a current student, go to the Degree Audit *What If tab*, click *What If Options* and select *Human & Organizational Development (NEW)*. This view will let you see what the HOD program will look like for you.
3. [Complete the IUT request on YES](#). These requests are processed 3x annually after the last day of exams.
4. [Complete the Kuali -add second major form on YES](#). These forms are processed on a rolling basis. Unless you are making additional changes or made a mistake, *please only submit this form once.*

5. After the second major request is approved, students receive a welcome email from HOD connecting them with their advisor and giving them resources and next steps.
6. [Complete the IUT to Peabody and HOD Webinar.](#) Your completion will be tracked, and straightforward approval of your IUT application will be contingent upon completion.
7. Before speaking with your advisor and/or advising leads, we ask that you **spend some time planning for your course of study in HOD.**
   a. Some students simply write out a plan of what each semester might look like, in terms of course selection. Other students keep their own spreadsheets.
   b. Here are two optional resources that might be helpful: [a program of studies checklist](#) and [a spreadsheet](#) created by the advising team.
   c. Be sure to check whatever you create against your degree audit, and account for the need for flexibility in your planning based on course availability or a shift in your priorities.
   d. Once you have a plan, you can reach out to your advisor or advising leads to review and discuss your plan.
   e. As you approach registration, for the HOD portion of your enrollments, you will want to focus on the core courses – HOD 1250, 1300, 2100, 2500, and 2700. These will be a great place to start and enrolling in two core classes initially is recommended. We recommend starting with 1) HOD 1250: Applied Human Development and 2) HOD 1300: Small Group Behavior or HOD 2100: Understanding Organizations.

Frequently Asked Questions

Why should I declare HOD as a 2nd major if I am planning to transfer?

Since most HOD courses give priority to students who have HOD declared as a major (1st or 2nd majors), it is beneficial to declare HOD as a 2nd major before registration for the next semester begins. This is true even if you are planning to transfer to Peabody College to make HOD your first major in the future.

Please check with your home college using the following links to see if you can declare HOD as a 2nd major at this time. Some freshmen may not yet be eligible to declare HOD as a second major.

- [Blair School of Music – FAQ](#)
- [College of Arts & Science – Declaring a Major](#)
- [School of Engineering – Engineering forms](#)

Also note that the College of Arts & Science and Peabody College set a moratorium on the declaration of majors and minors in a period around registration. Check the current [Academic Calendar](#) for dates.

I have or am planning to submit my Intra-University Transfer application. Can you enroll me in the HOD classes I need during registration since I will be a HOD major soon?

HOD has many students who plan to transfer to the major each semester. As a result, we cannot enroll some students in HOD courses without making that option available to everyone who wants to take a HOD course.

HOD 1250 and HOD 1300 will have some seats available to students who do not have HOD listed as a declared major. However, HOD 2100, 2500 and 2700 have all seats initially reserved for HOD majors.

If you cannot enroll in the HOD classes you want to take, put your name on any open waitlists. The waitlists continue to run even after YES closes, so if there are seats available when HOD becomes your major, you may automatically be enrolled in the class.

Since I am not a HOD major yet, how do I know what courses to take?

Familiarize yourself with the curriculum and degree requirements. Most students begin with the core courses HOD 1250 and HOD 1300, if possible; currently, it is not required that you begin with these courses, but they are foundational and helpful to have if possible.

- o On the HOD website, [review the key goals and components of the major](#).
- o On the admissions website, [review the overview of the coursework which](#) [comprises the HOD program of study](#).
- o You can also refer to [this document to understand the courses you will take](#), as well as reviewing course requirements on your degree audit by clicking the "What If" tab and selecting "Human & Organizational Development."

To determine which requirements you have satisfied and which ones you still need to meet, you can use the Degree Audit *What If tab*, click *What If Options* and select *Human & Organizational Development*.

If you have not fulfilled certain requirements, you can view the "possible courses" tab to find courses that will meet those requirements.

When am I eligible to transfer?
Full details are available on the [Registrar Office's Intra-University Transfer website](#). In general,

- Current Vanderbilt students are eligible to transfer after having been enrolled full time for two semesters
- Students who have transferred to Vanderbilt from other institutions become eligible after completing one full semester in residence and achieving sophomore standing

- *All prospective IUTs must also meet Peabody College's credit hour and cumulative GPA requirements* as outlined in the [Peabody College Letter](#)

For example, Vanderbilt freshman beginning in Fall of 2025 can submit their IUT request by the end of the Spring 2026 semester (their second semester) for processing (May 26 review). If you meet the minimum criteria for transfer, your transfer will be approved effective Fall 2026.

I am a current Peabody student who would like to change HOD to my first major. How do I do this?

If you would like to change from your current Peabody first major to HOD as your first major:

- <u>First year students:</u> you may complete the [Major Declaration form](#) in March of your first year or later. You may not change any earlier than this.
- <u>External transfers to Vanderbilt:</u> you may complete the [Major Declaration form](#) in October of your first semester or later. You may not change any earlier than this.

Current Peabody students can *add* HOD as a second major at any time but *cannot change* it (drop current Peabody major and add HOD major) until March of their first year.