How to Write a Program Mission Statement

Mission Statement of the Program
The Program Mission Statement is a concise statement of the general values and principles that guide the program, describe the community the program is designed to serve, and define its standards. Accrediting bodies expect program mission statements to be aligned with the mission statements of the institution, school/division, and department.

A Program Mission Statement:
- Is a broad statement of what the program or unit is, what it does, and for whom.
- Is a clear description of the purpose of the program or unit.
- Reflects how the program contributes to the education and careers of students graduating from the program or how the unit supports its stakeholders.
- May reflect how the teaching, research and/or support efforts enhance the student experience
- Should be distinctive for the program or unit.
- Explicitly promotes the alignment of the program with college, school/division, and department missions.

Structure of a Program Mission Statement
“The mission of (name of your program or unit) is to (your primary purpose) by providing (your primary functions or activities) to (your stakeholders),” (Additional clarifying statements)
Note: the order of the mission statement may vary from the above structure.

Sample Program Mission Statement

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Program name

The Mission of the Biology B.S. degree program is to prepare students for employment in various biology-related areas and/or for the pursuit of advanced degrees in biology or health-related professional schools by educating them in the fundamental concepts, knowledge, and laboratory/field techniques and skills of the life sciences.

Stakeholders

Primary functions

Primary purpose
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Another simple format:

The _______ (organization) will _________(for) _________(by) _____________.
This tells who the organization is, what it intends to do, for whom it intends to do it, and by what means (how).