

This form is used for requesting catalog changes other than course descriptions (Form 90s). All Course Descriptions (Form 90s) and LAC Fee Requests (Form 100s) needed to support changes described below must be included to create one package per program. Extensive changes may require a RME. Contact the Associate Provost for Academic Programs for more information.

THIS CHANGE IS FOR (level):

Submit two forms if change relates to both graduate and undergraduate programs.

Unit

School / Department (if applicable)

Degree Type (BS, MS, etc)

Major (include subject area code)

Concentration (Graduate level) or
Specialization (Undergraduate level)

Minor (include subject area code)

BRIEF SUMMARY OF CHANGE (Attach additional page(s)):

Specific Changes: PDFs of catalog page(s) to clarify proposed changes with legible corrections made directly on the copy should also be submitted.

APPROVALS:

Contact Person responsible for this information (required):

School/Unit Executive Officer

Dean

By signing I affirm that I have conferred with all programs affected by these changes.

Dean of the Graduate School

Associate Provost for Academic Programs

Director of the Registrar's Office

Program changes have been reviewed for application to catalog and degree audit.

Catalog Formatting:

Initial and date (staff us only)

Degree Audit:

Initial and date (staff use only)

Effective Catalog:

Master file is maintained by the Registrar's Office with copies returned to APAP, Dean, and Department.