

\_\_\_ Undergraduate  
\_\_\_ Graduate

Prepared By: \_\_\_\_\_  
Phone: \_\_\_\_\_

REQUEST FOR  
**CHANGE IN**  
**PROGRAM/ACADEMIC UNIT**

College/School: \_\_\_\_\_ Catalog Year Effective: \_\_\_\_\_  
Department: \_\_\_\_\_

Academic Program:

- Degree (Include major as part of name. Example: BS in Engineering Physics - BSEP)
- Major/Professional Field (Name of major separate from degree. Example: BS w/a major in Journalism)
- Concentration (Under major/professional field. Example: BS w/major in Journalism and concentration under major in Broadcast News)
- Option (Career track; leading to certification, license)
- Minor
- Academic Unit (Name of college/school/department/institute, etc.)
- Other \_\_\_\_\_ (CB approved certificate program. Example: Certificate in College of Music)

Name/Title (current):

\_\_\_\_\_

Requirements (cut and paste from current Undergraduate or Graduate Catalog) Page number(s):

\_\_\_\_\_

Will change increase total number of hours required for Degree? Yes\_\_ No\_\_  
Will change increase total number of hours required for Major? Yes\_\_ No\_\_  
If yes, hours will increase by \_\_\_\_\_ total number of hours.

<b>Change Requested:</b> (Check all that apply)	<b>Title:</b> <b>Requirements:</b>	<b>Hours:</b> <b>Other</b> _____
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**CHANGE TO:** (complete only those categories being changed)

Name/Title (new):

\_\_\_\_\_

New Requirements

\_\_\_\_\_

Justification for change:

\_\_\_\_\_

Consultation with other colleges/schools/departments affected by change:

Department: \_\_\_\_\_ Contact: \_\_\_\_\_ Date: \_\_\_\_\_  
Department: \_\_\_\_\_ Contact: \_\_\_\_\_ Date: \_\_\_\_\_  
Department: \_\_\_\_\_ Contact: \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED:**  
**APPROVED:**

Department Chair: \_\_\_\_\_ Date: \_\_\_\_\_

School  
Committee Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Dean of College/School: \_\_\_\_\_ Date: \_\_\_\_\_

University Curriculum  
Committee Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Provost: \_\_\_\_\_ Date: \_\_\_\_\_