

MANUALLY STRIKE-THROUGH TEXT TO BE DELETED

UNDERGRADUATE COURSE CHANGE REQUEST

Forward original and 6 copies to:
Associate Provost for Academic Affairs, TA 54

Department/Program _____ M/S _____ College/School _____ Date _____

COMPLETE ALL SECTIONS. Incomplete forms will be returned.

A. Request: (Please check)

DELETION G.E. COURSE REVISION

REACTIVATION Last appeared in General Catalog: _____

Prefix Prerequisites
 Number Description
 Title Course
 Units Classification

E. SIMSR Course File Title (16 spaces):

F. Method of Grading: _____
 (Letter Only, CR/NC Only, Approved for SP, Mixed)

B. Course information for publication in the General Catalog. Complete the appropriate items:

Proposed: _____
 Prefix No. Title Units/Max Total

Existing: _____
 Prefix No. Title Units/Max Total

G. Course Classification (C/S#)

H. Fees:

Courses indicating new or revised course fees will receive final approval upon receipt of an **APPROVED Request for Course Related Miscellaneous Fee** form.

For Office Use Only Period Ending: _____ Last Offered: _____ Cat. #: _____

C. Proposed Catalog Description: Limit course description to **40 words**. Please note changes by underscoring new copy and striking through copy that's to be deleted. Include prerequisites, limitations, lecture/lab hours. Indicate former course number, e.g., (Formerly Biol 105) or "Not open to ..." statement if appropriate.

I. Clearances:

Obtain clearance signatures from potentially affected departments.

D. Justification - Please attach.

Is this course *cross-listed* with another course? No Yes Which Course? _____

Which course is the Head or Home Course? _____

Curriculum Committees Recommendations:

Approval Disapproval Approval Disapproval

COLLEGE/SCHOOL CURRICULUM COMMITTEE _____ DATE _____ UNIVERSITY CURRICULUM SUBCOMMITTEE _____ DATE _____

APPROVAL SIGNATURES:

DEPARTMENT CHAIR _____ DATE _____

COLLEGE/SCHOOL DEAN _____ DATE _____

ASSOCIATE PROVOST _____ DATE _____
 Academic Affairs

Effective Date _____

NOTE: YOU MUST INCLUDE THESE CHANGES ON YOUR CATALOG MOCK-UPS FOR THE CATALOG COPY TO BE UPDATED.