Revised Program Requirements Addendum

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| --- | --- | --- | --- |
| Date: |  | Effective Date: | AY |
| School/College: |  | | |
| Program: |  | | |
| Submitted by: |  | | |

**Indicate the types of changes you are proposing; check all that apply.**

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| --- | --- | --- | --- | --- | --- | --- |
|  | Curriculum  Course changes and revised sequences, course category menu options, concentrations/tracks, etc. |  | Credit hours |  | Program completion requirements  Special requirements for program completion beyond course requirements, such as an exit exam or a portfolio | |
|  |
|  | Admission requirements |  | SLOs |  | Other: |  |

**Describe the proposed program revision.**

List the specific changes you are requesting in order to revise your program.

**Explanation and rationale.**

Provide a brief explanation of and rationale for the proposed changes, giving attention to your reasons for proposing them and to how they will contribute to your program’s betterment. Answer the listed questions that follow, if applicable, or delete if they do not apply to your proposal.

* If you are changing your program’s SLOs, list and explain the new outcomes and assessment plan. The SLOs and assessment plan must be reviewed and approved by OIE. Attach OIE’s review and approval (email) to document.
* If your proposed revision(s) affects other units’ programs, you must inform them of your changes. List the individuals/committees with whom you consulted and summarize these conversations. Attach documentation.
* If a proposed change in credit hours results in the total program credit hours falling below the SACSCOC minimum (UG = 120; GR/PR = 30; combined GR or GR/PR = 60; combined UG/GR = 150), provide a justification.

**Catalog copy.**

Provide catalog copy for your proposed program revisions. This copy should clearly show how the current program masthead and/or requirements are to be changed. Indicate where the copy is to be inserted into the catalog (use current page number). Do not provide catalog copy for changes to course descriptions; these changes are submitted on the Course Change Addendum.