

**CURRICULUM CHANGE FORM
(OTHER THAN NEW COURSE PROPOSAL OR NEW MAJOR/MINOR)**

**PROVIDE THE INFORMATION ABOUT THE CHANGE IN THE ORDER BELOW—
DO NOT OMIT A SECTION.**

_____ **Requires Approval** _____ **FYI**

- 1. PROPOSED CHANGE BRIEF SUMMARY** (Example: course number change, prefix change, curricular revision, significant change to course description and/or delivery, etc.):
- 2. CURRENTLY** (include current information as it appears in the catalog):
- 3. CHANGE** (include exactly how it will appear in the catalog if approved):
- 4. RATIONALE** (provide explanation and any background for this change):
- 5. FISCAL IMPLICATIONS:**
 - PERSONNEL** (faculty/staff/student worker):
 - RESOURCES** (needed or released, including facilities, supplies, and equipment):
 - PROJECTED TOTAL COST/SAVINGS OF CHANGE:**

6. APPROVED BY:

THE DEPARTMENT OF _____ **ON** _____
(Date)

Department Chair Signature Date

THE SCHOOL OF _____ **ON** _____
(Date)

School Dean Signature Date

TEACHER EDUCATION COUNCIL (if required) ON _____
(Date)

DEANS COUNCIL (if required) ON _____
(Date)

UNIVERSITY FACULTY (if required) ON _____
(Date)

V. P. FOR ACADEMIC AFFAIRS _____
(Signature) (Date)