|  |  |  |
| --- | --- | --- |
|  |  | **ACADEMIC** **PROGRAM PROPOSAL** **Cover Page****(AA-4/22)** |

**Department:** Choose an item.

**Person Submitting Proposal:** Person

**Please select the appropriate type of change:** Choose an item.

**Type of Program and Program Title:** Choose an item. **Title:** Click or tap here to enter text.

**Credit Hour Requirements:**

* Four-year degree programs require a minimum of 120 credit hours. Two year degree programs require a minimum of 60 credit hours
* Majors within a degree program should require 36-71 credit hours.
* Programs must include 39 hours of general education requirements
* A minor outside the degree field may replace general electives.
* Minors should range between 12 and 21 credit hours with 12 unique hours (no overlap with major).
* Certificate programs should range from 9-12 credit hours.

**Please attach:**

 **For Program Changes:**

1. catalog copy of program requirements and new courses, with changes tracked. Map new course(s) to general education and/or program learning outcomes and affirm compliance with credit hour/student workload policy.
2. a list of courses to be discontinued (if needed), and any course equivalencies
3. proposed two year course rotation for all courses in the program
4. Description of proposal

**For Course Changes:**

1. Provide course outline for new courses; course outline with changes tracked for modified courses
2. Description of proposal

**Faculty Submitting Proposal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

**Office of Academic Affairs:** Complete Submission [ ] Incomplete Submission [ ]

**Certification Analyst Review: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Curriculum Committee Chair:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Approved:** [ ]  **Denied:** [ ]  **Date: \_\_\_\_\_**

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

 **Approved:** [ ]  **Denied:** [ ]  **Date: \_\_\_\_\_**