

Note: Submit this form printed on blue.

**CURRICULUM AND INSTRUCTION COMMITTEE OF SHEPHERD UNIVERSITY
PROPOSED PROGRAM ADDITION, DELETION, OR CHANGE**

School: _____ Department or Equivalent Body: _____

Program Title: _____ (28 characters)

Major: _____ Minor: _____ Concentration: _____ Teaching Specialization: _____ General Studies _____

If Comprehensive Major, total number of Upper Level courses required: _____

Contact Person: _____ Telephone: _____

Program Learning Goal (Please explain briefly how a Program Learning Goal or Intended Student Outcome established by your department will be addressed by this proposal.):

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_____ This is a **PROGRAM DELETION**.

1) Please give the semester and academic year when students may enter this program for the last time:

Semester: _____ **Year:** 20____ - 20 ____

2) Number of students currently enrolled in this program: _____ Describe arrangements to allow them to complete:

3) Brief justification of program deletion:

4) Contact person for revision of University Catalog: _____ Telephone: _____

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_____ This is a **PROGRAM CHANGE**.

1) Please give the semester and academic year when this change will first become effective.

Semester: _____ **Year:** 2____ - 2 ____

2) Brief description of research or rationale given as justification for this program change (**attach documentation**):

3) Describe arrangements to accommodate students currently pursuing this program:

4) Describe the possible impact of this program change on existing programs in YOUR department:

5) Describe the possible impact of this program change on existing programs in OTHER departments, and how such impact will be accommodated:

6) Describe additional resources (personnel, space, equipment, recruitment materials, etc.) needed for this change:

7) Attach documentation of any commitments of support for this change that have been made by the chief administrative officers of the college and/or outside agencies.

8) Attach a copy of the current catalog format, inserting your proposed changes.

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_____ This is a **PROGRAM ADDITION**.

1) Please give the semester or summer session and academic year when students will first be able to enter this program.

Semester: _____ **Year:** _____

2) Has this program been offered previously? _____ If so, state when and why it was dropped:

3) Brief description of research and rationale which justifies the need for this program (**attach documentation**):

4) Project enrollments for this new program for the first five years it will be offered.

