

Minor Change to an Undergraduate Program

Program Name: _____

Program named above is (complete only if applicable):

Option within _____
(degree program name)

Minor

Certificate

Is the program matched to an associate degree as "similar" according to the [STAR Act](#)? Yes No

- Programs matched with Transfer Model Curriculum (TMC) should provide evidence of consultation with the [Articulation Officer](#) in the Office of the Registrar.

Is this a subject matter preparation or credential program? Yes No

- If yes, then changes will be submitted to AURTEC for review. See [EM 21-034](#)

Brief rationale for change (attach additional pages if more space is needed):

Required Signatures

The Department of _____ **has reviewed and approved this program change**

Chair, Department Curriculum Committee

Department Chair

The College of _____ **has reviewed and approved this program change**

Chair, College Curriculum Committee

College Dean

Send signature page with marked up catalog copy attached to Curriculum Services, SSC 464B, zip 128

CHECKLIST: MINOR PROGRAM CHANGE

- Signature page with rationale for changes
- Existing catalog copy clearly marked with proposed changes, preferably in red. Please do not use “track changes” or enable comments. Note: If changes are extensive, it may be helpful to use the [side-by-side comparison chart](#).
- Updated MAP (degree programs only)
- Evidence of consultation if adding/removing courses from another department (e-mail from Chair)
- Evidence of consultation with Articulation Office (if applicable)
- CPRs submitted for course changes or new courses (if applicable)