

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 (optional; 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)