



COASTAL CAROLINA
UNIVERSITY

Office of the Provost

Request for Addition of or Change in *(check one)*

Degree Program Concentration

GRADUATE LEVEL

All sections below must be completed.

Submitted by the Department of _____ in the College of _____

Change in *(check all that apply)*:

- Prerequisites
- Entrance requirements
- Required courses
- Deletion of course(s)
- Other *(Specify)* e.g., request for new degree program _____

If listed in current University Catalog, attach a copy of current requirement/description.

Suggested change or addition _____

Rationale for request _____

New requirement/description _____

List any additional equipment, space, library materials or funds needed for proposed change or addition (or indicate "none" if appropriate.)

- **Proper authorization signatures must be obtained before this form can be submitted to the Graduate Council. *(See back of page.)***
- **Requestor must send eighteen (18) copies of this request and of the proposed addition of or change in a degree program or concentration to the chair of the Graduate Council no later than one week prior to the Council meeting. (In cases of proposals for new degree programs, nine (9) copies of the degree proposal that has been developed for submission to the Commission on Higher Education should be submitted.)**

Authorized signatures

► **Reviewed by submitting department and College's curriculum committee:**

Date approved / Department

Signature of department chair

Date approved

Signature of chair of college's curriculum committee

► **Reviewed by related department(s):** (Includes adding or deleting a cross-listed courses and/or adding or deleting courses to your program from another department.)

Date approved / Department

Signature of department chair (signifying notification)

Date approved / Department

Signature of department chair (signifying notification)

► **This course has been approved by a majority of the faculty in the College of _____**

Date approved

Signature of dean

► **This course has been recommended for approval by the Graduate Council.**

Date approved

Signature of chair, Graduate Council

► **This course has been approved by the Faculty Senate.**

Date approved

Signature of chair, Faculty Senate

► **This course has been approved by the Provost.**

Date approved

Signature of Provost