

Course Drop Form

Use this form if dropping a course from a Program, or if substituting a new or current course in place of a dropped course. Include a Program Modification Form showing all changes to the program.

|  |  |  |  |
| --- | --- | --- | --- |
| **Submitted by:**  | Click or tap here to enter text. | **Date:**  | Click to select a date**.** |

**Reason or rationale for proposed course drop:**

|  |
| --- |
| Click or tap here to enter text. |

**Course(s) to be Dropped from the program:**

|  |  |  |
| --- | --- | --- |
| **Course Number** | **Course Title** | **Credits (Total)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Does this course change affect other programs or other courses? YES** [ ]  **NO** [ ]

If yes, attach document support from program faculty or course users.

**Does this proposal affect an articulation agreement? YES** [ ]  **NO** [ ]

If YES, attach the articulation agreement to submission documents.

**Does this proposal call for teach-out for current students in the program? YES** [ ]  **NO** [ ]

If YES, attach the Teach-Out plan for current students and list semesters to completion of the Teach-Out plan.

**Replacement of dropped course(s):**

|  |  |  |  |
| --- | --- | --- | --- |
| **Replacement Course Number** | **Replacement Course Title:**  | **# Credits** | **Is this a proposed new course?** If yes, complete new course form.  |
|  |  |  | **Yes** [ ]  **No** [ ]  |
|  |  |  | **Yes** [ ]  **No** [ ]  |
|  |  |  | **Yes** [ ]  **No** [ ]  |
|  |  |  | **Yes** [ ]  **No** [ ]  |

**Part III: Program Learning Outcome – Core Ability**

 **Was this course used for a summative assessment of a technical Program Learning Outcome?**

**If yes, attach a copy of the revised Curriculum Matrix showing the change in Assessment.**

 **YES** [ ]  **NO** [ ]  **If yes, which PLO?** Click or tap here to enter text.

|  |
| --- |
| **Core Abilities which were/will be Met with replacement or new course(s):** (show in Curriculum Matrix) |
| **Current Information** | **Proposed Information** |
| Choose an item. | Choose an item. |
| Choose an item. | Choose an item. |
| Choose an item. | Choose an item. |
| Choose an item. | Choose an item. |

**APPROVALS:**

|  |  |  |
| --- | --- | --- |
| Division Chair |  | Click or tap to enter a date. |
| Dean |  | Click or tap to enter a date. |
| AASC Chair |  | Click or tap to enter a date. |
| VPAA |  | Click or tap to enter a date. |