**CURRICULUM PROPOSAL FORM**

**SLIGHT CHANGES TO CURRICULUM (COURSE TITLES, PREREQS)**

|  |  |
| --- | --- |
| **Title of Proposal:** | … |
| **Author of Proposal:** | … |
| **Author’s home department:** | … |

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| **Required Supporting Documents**  **The following required\* documents must be uploaded to the CC** [**Sharepoint**](https://aupedu.sharepoint.com/sites/CurriculumCommittee/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FCurriculumCommittee%2FShared%20Documents%2FCurriculum%20Proposal%20Inbox)  Please name your document with your last name, type of proposal, title of proposal and document type (e.g. MARTZ Slight Change IDISC to HI Cover Sheet) |
| **\***This cover sheet completed with all signatures and dates  **\***Minutes of departmental meeting  RÃ©sultat de recherche d'images pour "insert text from file"If you need admin support to finalize your proposal, please contact Lilyana Yankova at [lyankova@aup.edu](mailto:lyankova@aup.edu)  Use the Text from File function under Insert/Object/Text from File to insert your files into this word document. |

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| **Description of the Change**  Please indicate a clear change showing “From” and “To” and rationale for the change |
| … |

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| --- | --- | --- |
| **Are there changes in course titles?** | | |
| **Yes** | | **No** |
| If yes, please describe the changes. | | |
| … | | |
| Title in English | … | |
| Title in French | … | |

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| **Approvals** | | |
| **Graduate Program Director Approval**, if applicable | | |
| **Graduate Program Director’s Signature** | | **Date** |
|  | |  |
| **Approved** | | **Not Approved** |
| **Graduate Program Director’s Comments** | | |
|  | | |
| **Department Chair Approval** | | |
| **Department Chair’s Signature** | | **Date** |
|  | |  |
| **Approved** | | **Not Approved** |
| **Department Chair’s Comments** | | |
|  | | |
| **Curriculum Committee Approval** | | |
| **Curriculum Committee Chair’s Signature** | | **Date** |
|  | |  |
| **Approved** | | **Not Approved** |
| **Comments** | | |
|  | | |
| **Academic Affairs Approval** | | |
| **Associate Dean’s Signature** | **Date** | |
|  |  | |
| **Approved** | **Not Approved** | |
| **Comments** | | |
|  | | |