I. Addition of Minor, Option, or Concentration

1. Please select which of the following you wish to add.
   - [ ] Minor _______________________________
   - [ ] Option _______________________________
   - [ ] Concentration _______________________________

2. List all Courses required for the category selected above.

   ______________________________________________________

3. Please indicate the justification/rationale for this new offering.

   ______________________________________________________

4. Does this category offering in any way duplicate another one offered at ULM?
   - [ ] Yes  [ ] No
   If yes, please explain the duplication.

   ______________________________________________________

5. Are there anticipated significant additional demands on personnel or facilities to offer this proposed category?
   - [ ] Yes  [ ] No
   If yes, please describe the plans to address these additional demands and/or expenses.

   ______________________________________________________

6. For which semester will proposed offering be available? _________________________

7. Required attachments:
   a. Routing and Approval Sheet
   b. Affected catalog pages

8. Other attachments if appropriate:
   a. Signature Page Form
   b. Course Addition Form
   c. Explanatory Memo
   d. Catalog Change Form
II. Closure/Removal of Minor, Option, or Concentration

1. Please select which of the following you wish to close.
   - Minor
   - Option
   - Concentration

2. Please indicate the justification/rationale for closing this catalog offering.

3. Does this closure affect any other department?
   - Yes
   - No
   If yes, please explain how and attach Signature Page Form.

4. Do courses need to be closed and removed from the catalog?
   - Yes
   - No
   If yes, please attach Course Closure/Removal/Replacement Form(s).

5. Beginning with which semester will this closure be effective? _________________

6. Required Attachments
   a. Routing and Approval Sheet
   b. Affected catalog pages

7. Other attachments if appropriate:
   a. Signature Page Form
   b. Course Closure/Removal/Replacement Form
   c. Explanatory Memo
   d. Catalog Change Form
III. Changes in Minor, Option, or Concentration

1. Please select which of the following you wish to change.
   - Minor _______________________________
   - Option _______________________________
   - Concentration _______________________________

2. Please indicate the justification/rationale for changing this offering.

   

3. Does this change affect any other department?
   - Yes       - No
   If yes, please explain how and attach Signature Page Form.

   

4. Please list all below the offering you wish to propose.
   (Note: If course(s) need to be added, please attach Course Addition Form(s). If courses need to be closed, removed, or replaced, please attach the Course Closure/Removal/Replacement Form.)

   

5. Please state below the offering as it is now listed in the catalog.

   

6. Beginning with which semester will this offering be effective? _________________

7. Required attachments:
   a. Routing and Approval Sheet
   b. Affected catalog pages

8. Other attachments if appropriate:
   a. Signature Page Form
   b. Course Addition Form
   c. Course Closure/Removal/Replacement Form
   d. Explanatory Memo
   e. Catalog Change Form