**Department/Program/School of .......................**

The Following is a Change in ...........................

Name of the Program and Degree Award:

HEGIS Code:

NY State Program Code Number:

MHC Program Code

(Be sure to include the Macaulay Honors College HEGIS Code when applicable.):

Codes can be found in the State's Inventory of Registered Programs at <http://www.nysed.gov/heds/irpsl1.html>)

Effective Term:

1. HISTORY AND OBJECTIVES

The Detailed Description should be introduced with a section of not more than two or three paragraphs.

1. Major Requirements:

|  |  |
| --- | --- |
| **FROM**  **\*\***~~strikethrough~~ what will be changed | **TO**  \*\*underline the changes |
| **Program Name:** | **Program Name** |
| **List of Course** (Prefixes, Numbers, Names, Crs.)  (Please include a complete list of existing and proposed requirements) | **List of Course** (Prefixes, Numbers, Names, Crs.)  (Please include a complete list of existing and proposed requirements) |
| **Major**  **Sub-total**  **Electives**  **Total credits required** | **Major**  **Sub-total**  **Electives** **Total credits required** |

1. Rationale: A single paragraph of justification.
2. List Program Learning Outcomes:
3. Consultation Statement:
4. Is the proposed change likely to affect other Departments or Programs?

[ ] NO [ ] YES – If yes, list department/program:

Specify the nature of the consultation:

1. Does this affect the Library? [ ] NO [ ] YES

Have you consulted the subject liaison? [ ] NO [ ] YES

For new courses or programs, please consult.