

Graduate Degree Plan Revision Checklist

Major: _____

Effective Catalog Term: _____

No Changes for this year

- Copy of Current Degree Plan
- Copy of Proposed Degree Plan with designated changes (include effective year)
- Summary and Justification of Changes Made

MEETS THE FOLLOWING REQUIREMENTS:

- 30 to 36 semester credit hours
- Comprehensive Exam
- Statement of time limitations for graduate coursework (“Coursework over 6 years old but less than 10 will count as half credit if advisor approves. Coursework over 10 years old cannot be used”)

APPROVAL: Must include all signatures prior to submission. **If this is a COMMON DEGREE PLAN, both department chair/curriculum council chair signatures are required.** The Provosts signature is the final approval.

_____ DEPARTMENT CHAIR	_____ DATE
_____ DEPARTMENT CHAIR	_____ DATE
_____ DEAN	_____ DATE
_____ DEAN OF GRADUATE STUDIES	_____ DATE
_____ CURRICULUM COUNCIL CHAIR	_____ DATE
_____ CURRICULUM COUNCIL CHAIR	_____ DATE
_____ PROVOST	_____ DATE

*Send copy of approved documents to Registrar.

Degree plan change deadlines will be the same as the curriculum change deadlines on the Academic Calendar.