

**LURLEEN B. WALLACE COMMUNITY COLLEGE
REQUEST FOR PROGRAM CHANGE**

This form is to be used to propose a new program, propose to offer 25% or more of a program at an off-campus site, or increase program length by 20 percent or more. The individual requesting a change will complete Section A, attach the form to the Substantive Change Form, and submit forms to the Accreditation Liaison by August 31.

SECTION A

Department/Program: _____

CIP Code _____

Proposed change (Check appropriate blank)

- _____ a course change results in a change of credit hours
- _____ propose a new program
- _____ propose to offer 25% or more of a short certificate, certificate, or degree program's credits at an off-campus site other than Greenville, MacArthur, Luverne, or Enterprise High School (SACSCOC approved off-campus sites)
- _____ increase program length by 20 percent

Rationale: _____

Proposed Effective Date: _____

SECTION B

RECOMMENDED BY:

Faculty Date

Division Chair Date

Dean of Instruction Date
Chair, Instructional Council

APPROVED:

President Date
Chair, Executive Council

Copies to: Appropriate Faculty Member(s) Dean of Student Affairs
 Appropriate Division Chair Director of Institutional Effectiveness and Quality
 Dean of Instruction