**2024-25 Notification of Modification(s) to Existing Program**

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INSTITUTION AND CONTACT INFORMATION

Institution:

Name of Chief Academic Officer:

Email of Chief Academic Officer:

Date of Governing Board Approval:

PROGRAM INFORMATION

Official Degree Designation and Program Title (e.g., Associate in Science in Cybersecurity, Bachelor of Fine Arts in Music Performance, Master of Science in Accounting)

Program Code (3-digit OSRHE program code)

Approved Program Options (List all current options)

Is this program part of a cooperative agreement?

\_\_Yes \_\_No

Does this change impact an embedded certificate?

\_\_Yes \_\_No

**NOTE:** A separate Modification(s) to Existing Program form is needed for each embedded certificate if the modification of the main program effects the certificate.

Does the CIP Code for this program need to be updated?

\_\_Yes \_\_No

Enter the new CIP code for this program (6-digits)

TYPE OF REQUEST(S)

**Program Suspension**

\_\_Yes \_\_No

Justification for program suspension -provide a brief summary

Program will be deleted or reinstated in

\_\_One year \_\_Two years \_\_Three years

Effective date of program suspension

\_\_ Immediately (beginning with the current academic year)

\_\_ Beginning with the next academic year

**Electronic Delivery of Existing Program**

\_\_Yes \_\_No

NOTE: Electronic delivery is recognized at the program level. If the existing program has options that are offered via electronic delivery and the program meets State Regents' policy for electronic delivery, the program MUST be approved for electronic delivery.

Distance Education Availability (please select the appropriate response)

\_\_ ALL of the courses in the program can be completed entirely online

\_\_ SOME of the courses in the program can be completed entirely online

\_\_ NONE of the courses in the program can be completed entirely online

This program has a mandatory onsite component

\_\_Yes \_\_No

This program has a non-mandatory onsite component

\_\_Yes \_\_No

For the purposes of the previous two questions:

* a mandatory onsite component refers to a course requirement or activity in which a student MUST be physically on campus, such as orientation, laboratory requirement, meeting with faculty and is part of the student’s overall class grade
* onsite refers to the physical campus and NOT off-campus locations for internships, practica, clinicals, etc.

**Option Addition(s)**

 \_\_Yes \_\_No

NOTE: If the option being added will be offered via electronic delivery and the program meets State Regents' policy for electronic delivery, the program MUST be approved for electronic delivery.

Option(s) to be added & credit hours required (e.g., American Literature - 15 cr. hrs.)

Justification for option addition -provide a brief summary

Option Addition Supporting Documentation

Attach a copy of the proposed degree sheet showing current program requirements and including highlighted new option requirements

**Option Deletion(s)**

\_\_Yes \_\_No

Name of option(s) to be deleted -list option(s), number of students enrolled in the option(s), and expected graduation date e.g., British Literature-15 students-Spring 2025

Teach Out Plan -describe the plan for students currently enrolled

Justification for option deletion(s) -provide a brief summary

**Option Name Change(s)**

\_\_Yes \_\_No

Current and Proposed Option Name(s) -list current option name(s) to be changed and proposed name(s) e.g., Electronics Technology to Electrical Technology

Justification for option name change(s) -provide a brief summary

**Program Requirement Change(s)** -changes formerly classified as substantive and non-substantive will now be combined as program requirement changes e.g., course credit hour changes, changes in courses required for graduation, changing credit hours required for electives, course prefix changes, course title changes, removing courses from list of electives)

\_\_Yes \_\_No

Total Credit Hour Change

\_\_Yes \_\_No

Explanation of Changes -provide a brief summary

Justification for program requirement changes -provide a brief summary

Program Requirement Change Documentation -attach program requirements, showing the current and proposed curriculum. Highlight all changes.

**Program Reinstatement**

\_\_Yes \_\_No

Justification for program reinstatement -provide a brief summary

Effective date for program reinstatement

\_\_Immediately (current academic year)

\_\_Beginning with the next academic year

**Program Name Change**

\_\_Yes \_\_No

Current Program Name

New Program Name

Justification for program name change -provide a brief summary

**Degree Designation Change**

\_\_Yes \_\_No

Current Degree Designation (e.g., Associate in, Bachelor of, Master of)

Current Specialty Degree Title

New Degree Designation (e.g., Associate in, Bachelor of, Master of)

New Specialty Degree Title

Justification for degree designation change -provide a brief summary

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