UNIVERSITY of LOUISIANA LAFAYETTE | Office of Academic Affairs Academic Programs

Graduate Course Change/Delete Request Form
Use for courses "G" and 500-899.

Department Name: _____

Effective Term and Year: _____ _____ | **Action:** ☐ Change Course ☐ Delete Course | **Will this impact other Departments?** ☐ Yes ☐ No
If yes, which department? _____

| **Current Course Information: (Required)** | **Prefix:** _____ **Number:** _____ **Credit:** ____ **Lab:** ____ **Lecture:** ____ **Schedule Type:** _____ / _____ **Grading Option:** _____
 Course Title: _____ |

Change Type: ☐ Prefix ☐ Number ☐ Title ☐ Credit ☐ Description ☐ Pre/Co Reqs ☐ Restrictions ☐ Grading Option ☐ Other

Rationale:

| **New Course Information: (Include only info being changed)** | **FROM:** | **Prefix:** _____ **Number:** _____ **Credit:** ____ **Lab:** ____ **Lecture:** ____ **Schedule Type:** _____ / _____ **Grading Option:** _____
 Course Title: _____
 Description: _____ |
| | **TO:** | **Prefix:** _____ **Number:** _____ **Credit:** ____ **Lab:** ____ **Lecture:** ____ **Schedule Type:** _____ / _____ **Grading Option:** _____
 Course Title: _____ **30 Char. Max Abbreviation:** _____
 Description: _____ |

| **Prerequisite(s):**
 FROM: _____
 TO: _____ | **Co-requisite(s):**
 FROM: _____
 TO: _____ | **Pre/Co-requisite(s):**
 FROM: _____
 TO: _____ |

| **Repeatable Credit:**
 FROM: ☐ Yes **TO:** ☐ Yes
 ☐ No ☐ No
 If yes, number of times repeatable: ____
 ☐ Unlimited | **Variable Credit:**
 FROM: ☐ Yes **TO:** ☐ Yes
 ☐ No ☐ No
 If yes, __ min and __ max credits | **Variable Topic:**
 FROM: ☐ Yes **TO:** ☐ Yes
 ☐ No ☐ No | **Pre/Co-Requisite for other Course?**
 ☐ Yes ☐ No
 If yes, provide courses:
 _____ |

Restriction(s): FROM: _____
TO: _____

ADMIN USE ONLY AA REVIEWED _____ PROCESSED _____ REGO PROCESSED _____		**Name**	**Phone Ext/Email**	**Signature**	**Date**
	Submitted By				
	Department Head				
	Academic Dean				
	Grad Curriculum Committee				
	Graduate Dean				
	AVP Academic Affairs				

Upon approval by the Academic Dean, send the original, signed form **directly** to Academic Affairs, Academic Programs (Martin Hall, room 223). Academic Affairs will record as received, review for compliance with the University style guide and completion of information, and route as required to other approval entities.