

**FLORIDA INTERNATIONAL UNIVERSITY  
UNIVERSITY CURRICULUM COMMITTEE**  
*Course Change/Deletion Request*

<b>DO NOT TYPE IN THIS BOX</b>
Bulletin # : _____
Academic Year : _____

**INSTRUCTIONS:** Fill out Part I completely. In Part II, fill out the items which have changed and explain reason for change.

**I. 1a.** SCHOOL/COLLEGE \_\_\_\_\_ DIV./DEPT. IN WHICH TAUGHT \_\_\_\_\_

**b.** DIV./DEPT. NO. \_\_\_\_\_ DEPT. ACCOUNT NO. \_\_\_\_\_  
(10 digits)

**2a.** Present Course Title \_\_\_\_\_

**b.** \_\_\_\_\_

	Alpha Prefix	1st Digit	last 3 Digits	“C”-lec-lab “L”-Lab	Cr. Hrs.	HEGIS No. (6 digits)		CIP Code (Leave this blank)
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**3.** Deletion Request? Yes \_\_\_\_\_ Effective Date \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

**a.** Reason for Deletion: \_\_\_\_\_

**b.** Skip Change Information Section (Part II)  
No \_\_\_\_\_ Fill out Part II.

**II. CHANGE INFORMATION ONLY**

**4a.** New Title: \_\_\_\_\_ Change Effective \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

**b.** Abbreviated course Title (for computer class schedules, transcripts) \_\_\_\_\_  
 25 Characters (including spaces)

**5a.** \_\_\_\_\_

	New Alpha Prefix	1st Digit	last 3 Digits	“C”-lec-lab “L”-Lab	Credit Hours: From ____ To ____
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**6.** Catalog Description (not to exceed 200 characters including spaces)  
 \_\_\_\_\_  
 \_\_\_\_\_

**7.** New Prerequisite(s): \_\_\_\_\_ New Corequisite(s): \_\_\_\_\_

**8.** Explain Reclassification Request: \_\_\_\_\_  
 \_\_\_\_\_

**CHANGE REQUESTED BY:**

Faculty Contact _____		____ / ____ / 20 ____
(Type name)	(Signature)	
(Email address)	(Phone number)	
Chairperson (Dept./Div.) _____		____ / ____ / 20 ____
(Type name)	(Signature)	
Chairperson (Curr. Comm.) _____		____ / ____ / 20 ____
(Type name)	(Signature)	
College/School Dean _____		____ / ____ / 20 ____
(Type name)	(Signature)	

**APPROVED BY:**

University Curriculum Committee \_\_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

Faculty Senate Chairperson \_\_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

Academic Affairs V.P. \_\_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

**Submit one original copy of this form. Attach one hard copy and one electronic copy of the course syllabus containing: Objectives, Learning Outcomes, Major Topics and Textbooks.**