**PLEASE** save a copy of this form to your computer before completing.

Once the form is complete, e-mail a copy to Lisa Cannon at lcannon@ou.edu, and send the hard copy to your dean's office for signature and approval.

***The University of Oklahoma***

**REQUEST FOR ADMINISTRATIVE/INTERNAL CHANGES**

(Department submitting request) Contact person

Title

Phone number

Current title of degree program (Level IV) or Minor Program Code (Level III):

With Concentrations (Level V) in: Major Code (Level IV):

CIP Code:

Degree Granting Academic Unit:

Department Head:

(Person who oversees degree program listed above)

**TYPE OF REQUEST:** Check the type of request and attach a narrative explanation with supporting documents.

 (1) Addition of Area of Concentration/Track (Level V)

 (2) Deletion of Area of Concentration/Track (Level V)

 (3) Addition of a Minor

 (4) Deletion of a Minor

 (5) Requirement Changes: accelerated \_\_\_\_minor

 (6) Addition of an Accelerated Dual Degree Program

 (7) Deletion of an Accelerated Dual Degree Program

 (8) Other

# (5) Accelerated/Minor Requirement Change

Rev November 2018

***The University of Oklahoma***

**REQUEST FOR ADMINISTRATIVE/INTERNAL CHANGES**

**(continued)**

Institution submitting request: **The University of Oklahoma**

OU Major code and Name of program to be modified:

**(5) PROGRAM REQUIREMENT CHANGES**

 Course requirement change (change in number of core courses, electives, general education, etc.
 Changes in course prefixes that do not effect content should be reported, but do not require approval.)

 Accelerated/Minor requirement change (i.e. prerequisites, minimum GPA for

admission or other admission criteria changes, graduation criteria change, etc.)

 Total credit hours for the accelerated/minor will ***NOT*** change.

 Total credit hours for the accelerated/minor will change from to .

**Summary of changes** (attach no more than one page if space provided is inadequate):

**Will total number of credit hours required for the accelerated/minor change?** Yes No

Explain:

***Attach current and proposed requirements and objectives (on no more than three page****s).*

***Indicate the changes clearly.***

**Will requested change require additional funds?** Yes No

If yes, please specify the number of the additional costs, the source of the funds, and how they
 will be expended (attach no more than one page if space provided is inadequate).

**Reason for requested action** (attach no more than one page if space provided is inadequate):

***The University of Oklahoma***

**REQUEST FOR ADMINISTRATIVE/INTERNAL CHANGES**

(Department submitting request) (Program Name & Code being modified)

(Reviewed by Academic Programs Council) (Date)

**Approval Signatures**

(Department/School Chair/Director) (Date)

(College Dean) (Date)

(Graduate College) (Date)

(Provost) (Date)