Graduate Course Deletions must be submitted to the Graduate Committee for Planning and Policy Programs for approval. Detail your proposed changes under the following headings and provide a rationale for the changes.

DEPARTMENT/PROGRAM:

COURSE CODE/NUMBER:

Submission Contact  Name:

Phone #:

Email:

Date:

Signature of Department Head/Program Director: _________________________________

Signature of Coordinator of Graduate Studies: _________________________________

** For EACH course deletion, please complete the section above AND items 1 through 6.

1. **Course number and title**: Note that this number may not be reused for five years.

2. **Reason for deletion**: Provide a detailed rationale for this deletion, eg. staffing, resources, archaism, replacement by new course(s), etc.

3. **Impact inside of department**: How will this deletion affect the department/program?

4. **Impact outside of department**: Will this deletion have any impact on programs offered by other Graduate Departments/Programs and/or students in other Graduate Departments/Programs? If so, please indicate the impact and indicate which departments(s)
or program(s) have been contacted and include copies of relevant correspondence.

5. Submission Contact: Name: ______________________

                                 Internal Phone # ______________________

                                 E-mail: ______________________

6. EMAIL the completed forms and any attachments to the Graduate Committee for Planning and Policy Programs administrative assistant, on or before the deadline for agenda items for the next Committee meeting.

FOR SGS OFFICE USE ONLY:

Date of approval by GCPPP: ______________________

Date of approval at GSEC: ______________________