

## Request for Hidden Courses on Degree Evaluations

This form can be filled out with Adobe Acrobat and then printed for signatures.  
Any questions may be directed to 979.845.8201 or [cars@tamu.edu](mailto:cars@tamu.edu).

Submit completed and signed form electronically to [cars@tamu.edu](mailto:cars@tamu.edu) or mail the original to Curricular Services at MS 0100.

Hide Courses\*                       Remove Hidden Courses\*\*

In order to streamline the degree audit process, departments may request that routinely substituted courses be “hidden” so that they are automatically applied to a student’s evaluation rather than have to submit an adjustment. Hidden courses will not be listed in the text of the degree evaluation, and hiding courses should not be considered a substitute for revising curricula through the curricular process. Hidden courses being placed into Core Curriculum areas must have the appropriate University Core Curriculum attribute.

Requests to hide/remove hidden courses must be submitted on this form, and all fields on this form are **required**. Only one program, inclusive of the concentration, may be modified per form. If the program does not have a concentration, mark the “N/A” for the Concentration Code. Do not mark “All” in the Concentration Code field. Incomplete forms will not be processed and will be returned.

College: \_\_\_\_\_

Department: \_\_\_\_\_

Program Code: \_\_\_\_\_ Concentration Code: \_\_\_\_\_ Catalog Year(s): \_\_\_\_\_

Area	Rule	Course(s) to be hidden

\* Hidden courses are effective for one year ONLY. Exceptions determined on a case by case basis.

\*\* Removal of hidden courses are effective for future terms ONLY.

\_\_\_\_\_  
Printed Name of Advisor                      Advisor Signature                      Date

\_\_\_\_\_  
Department Head Signature                      Date                      AOC Dean/Designate Signature                      Date