

## Certificate Degree Evaluation Revision Request

Send completed form/attachments to Curricular Services, General Services Complex, Suite 1501, MS 0100 or [cars@tamu.edu](mailto:cars@tamu.edu)  
Questions: 979.845.8201 or [cars@tamu.edu](mailto:cars@tamu.edu)

**DEADLINE: Friday, September 15, 2017**

Submit this form and a copy of the edited degree evaluation **\*ONLY\*** if revisions are needed for the degree evaluation. Please make updates to your certificate program(s) for the degree evaluations in **RED** pen and attach to this form. Edited copies not revised in **RED** will be returned and not processed.

Updates are due to Curricular Services by **Friday, September 15, 2017**. All updates require approval of the AOC/GOC Dean.

Requests that revise curriculum or text referring to courses that count toward requirements must indicate the approved Faculty Senate number (FS#) that authorizes the revision. Failure to supply the approved proposal or the FS# from the Curricular Services [course tracking charts](#) or from the [Curricular Approval Request System](#) (CARS) may result in the return of the proof for such documentation. A list of approved certificate programs along with the approval documentation can be found on our [website](#).

Requested curricular revisions that have not been approved through the curricular approval process will not be processed.

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

Academic Level: \_\_\_\_\_

Program Code:  
(ex., UCT-ANCO): \_\_\_\_\_

Catalog Program Title:  
(ex., Analytics and Consulting) \_\_\_\_\_

The following revisions are being requested (check all that apply):

Editorial

- Order of rules, combining rules, correcting typographical errors

Approved Curricular Change

- Attach Proposal
  - Date approved \_\_\_\_\_
  - FS # \_\_\_\_\_

Program Contact:  
(Print Name) \_\_\_\_\_ Program Contact Email: \_\_\_\_\_

Department Head:  
(Print Name) \_\_\_\_\_ Department Head  
Signature: \_\_\_\_\_

AOC/ GOC Dean:  
(Print Name) \_\_\_\_\_ AOC/GOC Dean Signature: \_\_\_\_\_

### For Curricular Services Use Only

Date Received: \_\_\_\_\_

Processed By / Date: \_\_\_\_\_