

Degree/Certificate Evaluation Revision Request

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

DEADLINE: Monday, April 30, 2018

Submit this form and a copy of the edited degree/certificate evaluation ***ONLY*** if revisions are needed for the evaluation. Please make updates to your program(s) for the 2018-2019 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 *Monday, APRIL 30, 2018*. All evaluation updates require approval of the AOC/GOC Dean/Dean designate as appropriate.

Requests that revise curriculum or text referring to courses allowed to 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.

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

College: _____ Department: _____

Program Code (ex., BS-ANSC-PIN): _____

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

- Editorial
 - Order of rules, combining rules, combining areas, moving courses between areas, correcting typographical errors and adding courses to the 12-hour Major Residence Rule or the Major GPR area.

- 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 or Dean Designate (*Print Name*)

AOC/GOC Dean or Dean Designate Signature

For Curricular Services Use Only

Date Received: _____ Processed By / Date: _____