

Request for Corrections to Degree/Certificate Evaluation

Send completed form/attachments to Curricular Services, cars@tamu.edu
Questions: 979.845.8201 or cars@tamu.edu

DEADLINE: Monday, April 29, 2024

Submit this form and a copy of the edited degree/certificate evaluation ***ONLY*** if corrections are needed on undergraduate (degrees, minors, certificates), graduate (certificates), and first professional (degrees) evaluations. Please make corrections to your program(s) for the 2024-2025 evaluations in **RED** and attach them to this form. Edited copies not revised in **RED** will be returned and not processed.

Completed forms are due to Curricular Services by *Monday, April 29, 2024*, and require approval by the AOC/GOC Dean or appropriate designee.

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 Approval Request System \(CARS\) Program Form](#) may result in the return of the proof for such documentation.

Requested curricular revisions that have not been approved through the curricular approval process or do not match the catalog program requirements will not be processed.

College: _____ Department: _____

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

The following corrections 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 GPA area.

- Approved Curricular Change
 - Date approved _____
 - FS # _____

Program Contact (*Print Name*)

Program Contact Email

Department Head (*Print Name*)

Department Head Signature

AOC/GOC Dean or Dean Designee (*Print Name*)

AOC/GOC Dean or Dean Designee

For Curricular Services Use Only

Date Received: _____ Processed By / Date: _____