

## Request for Corrections to Degree/Certificate Evaluation

Send completed form/attachments to Curricular Services, [cars@tamu.edu](mailto:cars@tamu.edu)  
Questions: 979.845.8201 or [cars@tamu.edu](mailto:cars@tamu.edu)

DEADLINE: Friday, May 2, 2025

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 2025-2026 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 *Friday, May 2, 2025*, 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.

Curricular revisions that have not been officially approved or that contradict the approved requirements for the 2025-2026 Catalog Edition 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: \_\_\_\_\_