PROPOSAL TO MODIFY AN EXISTING COURSE

1) This proposal is to (check all that apply):

| Change the course number/level | Change the course title |
| Change the course credits | Change the course description |
| Change the course pre- or co- requisites |

Other change (specify):

2) The course as it currently appears in the catalogue:

Department: ______________
Number/Level: _____________
Credits: ________

Full Title (no character limitation):
________________________________________________________________________

Short Title (limited to 25 characters, including spaces):
______________________________________________________________
__________________________

Description:

Prerequisite(s): __________________________________________________________

Co-requisite(s): __________________________________________________________

3) The modified course as it is proposed to appear in the catalogue:

Number/Level: _____________
Credits: _______________

Title (limited to 25 characters, including spaces):
________________________________________________________________________

Description:
Prerequisite(s): ________________________________________________________________

Co-requisite(s): ________________________________________________________________

4) Instructor: _________________________________________________________________

5) Enrollment Cap: ____________

6) Other Affected Departments or Programs: (If this course is to be cross listed or if this course contributes to the curriculum of other departments or programs, please list the affected departments/programs and secure their approvals (e-mailed to the Division Chair) BEFORE submitting this form.)

<table>
<thead>
<tr>
<th>Other Department/Program</th>
<th>Contribution of the Course to the Other Department/Program (eg. cross-listed course, pre-requisite)</th>
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7) Rationale: (Please explain why this change is necessary.)

8) Resource and Staffing Implications: (Indicate any reallocation or addition of instructional staff and/or adjustment of the (rotation of) courses taught by instructional staff and/or administrative staff workload made necessary by this change. Also, indicate any library, technology or other resource requirements made necessary by this change.)

9) Submitted by: ________________________________________________________________

(Department or Program Chair)