Departments/schools may move forward with submitting Curriculum Proposals to eliminate non-general education electives to move toward either 60/120 credit hour minimums as appropriate.  Please note, not all programs will choose or be able to reduce credit hours to 60/120 due to various reasons, such as accreditation requirements.  For this reason, the phrase "move toward 60/120 credit hour minimums" is being used. Use of this template will allow for swift entry by the department/school, and expedited identification, review and approval by each of the reviewing bodies.

If you wish to reduce your program’s credit requirements by reducing non-general education elective requirements, this is the process to use. In the curriculum proposal system, select Program Change.

Required Fields to be completed – Cut and Paste from Text Below as Appropriate

\*All other fields can be left blank

**Summary Tab**

* **General Information: Author name**:\_\_\_\_\_\_\_ **Implementation term:** Enter semester **Related to another proposal?**: No
* **Summary**: Program Change Proposal – Non-General Education Elective Reduction ONLY. **Reduce electives from \_\_\_\_ # credits to \_\_\_\_# credits.**
* **Rationale**: Reduction in non-general education electives to move toward 60/120 (select appropriate) credit hour minimums.

**Program Description Tab**

* **Bulletin Description**: Cut and paste current Bulletin description and edit/delete as necessary to reflect the requested change.
* **Minimum Number of Credits Required for Completion field:**  Enter correct number of credits.
* **Justification:** Reduction in non-general education electives to move toward 60/120 (select appropriate) credit hour minimums.
* **Course Group Entry Form**: **Enter group header**: Bulletin Description **Minimum credits required**: 120 **Include in bulletin?:** Check field **Other Conditions:** Cut and paste current course group list and edit/delete as necessary to reflect the requested change.

**Select:** Add Group

* **Program Type**: Enter appropriate Program Type
* **Delivery Site:** Enter appropriate Delivery Site
* **Other Degree Requirements:** Enter N/A

**Assessment Tab**

* **Progress Assessment:** Enter N/A
* **Measuring Student Learning:** Enter N/A

**Mode of Delivery Tab**

* **Select appropriate box or combination of boxes for current mode offering. Must add up to 100%.**