

QUEENS COLLEGE GRADUATE CURRICULUM COMMITTEE

MINOR CHANGE FORM

Department: <Insert>

Department Contact: <Insert>

Telephone Number: <Insert>

Date Approved by Departmental Curriculum Committee: <Insert>

- 1) Please note the type of change being requested (check all that apply):

Change in course number: []

Change in course title: []

Change in course hours: []

Change in course credits: []

Change in course prerequisite or corequisite: []

Change in course description: []

Course return to active listing: []

Course reserve or withdrawal: []

- 2) Please list the course as previously passed by the Academic Senate. (Include the course number, title, hours, credits, prerequisites, corequisites and description.) Cross-out the material that you wish changed or eliminated. <Insert>

- 3) Please list the course as you wish it to read in the Graduate Bulletin, with number, hours, credits, *etc.* Eliminate whatever was crossed out above, and underline new material you are substituting or adding. <Insert>

- 4) Please give a justification for the change. <Insert>

- 5) For a change in course description only, please provide an updated syllabus. <Insert>

PLEASE SUBMIT AN ELECTRONIC WORD DOCUMENT TO

FAZULA.MARTINEZ@QC.CUNY.EDU & NATASHIA.RHODES@QC.CUNY.EDU