

**Format for Reasonable and Moderate Extension Request (RME)
OR
Format for Changes in Annual Listing (AL)***

Title of Proposed Program:

Proposed Start Date for Program:

Division/Department/College:

Individual Initiating Request:

Initiation Date:

Summary:

Rationale:

(What is the purpose of the program? What opportunities will it provide to students? What specific student demand does it address? What community need does it address? Are there professional and/or industry standards that affect this program?)

*AL includes Certificates with an existing major; RME includes Certificates with no existing major.

Relation to Existing programs:

(How does the program increase the marketability of current programs and courses? How does the program benefit the college, the university? What, if any, other programs within the university might be considered similar in content and objectives to the proposed course? If related programs are accredited, how is this program affected by licensing and accrediting guidelines? Will the existence of this program have an impact on the accreditation of other programs? Will the program compete with existing programs in the division/college/university? Will the program cannibalize existing programs within the division/college/university?)

Description of Program:

Student Learning Outcome Objectives:

Assessment of Student Learning Outcome Objectives:

Admission Requirements:

Anticipated Enrollment for First Five Years:

Resources Needed:

(Existing and New Faculty, staff, library, and/or other needs for first five years?)

Catalog Copy:

(Attach both old copy, if applicable, and new print-ready copy of program and its course descriptions.)