

Reasonable and Moderate Extension Request (RME)

I. RME

Individual Initiating Request _____

Date _____

Degree: _____

Major: _____

Concentration: _____

Minor: _____

Certificate: _____

Academic Year Effective: _____ Academic Term Effective: Fall Winter Summer Session

II. TYPE(S) OF CHANGE:

- New certificate with no existing major
- New certificate at a higher level
- New program from reorganization of existing program — split one into two
- New minor with no existing major
- Change of CIP code from merger of two or more existing programs or significant curriculum change
- Change in degree designation without change in level (e.g., BA to BFA)

III. SUPPORTING DOCUMENTATION—SUBMIT ALL OF THE FOLLOWING:

1. Attach a summary and rationale justifying each proposed change as required in the format for a RME Change in Annual Listing found at <http://www.govst.edu/aprc> or <http://www.govst.edu/ucc>.
2. Attach a copy of the print-ready catalog copy.
3. UCC approved syllabi due by catalog deadline date.

IV. REQUEST RECOMMENDED/APPROVED BY:

Division/Department Chair	Date	Dean of the College	Date
Div./Dept./College Curriculum Committee Chair(s)	Date	*Graduate Council Chair	Date
University Curriculum Committee Chair	Date	Academic Program Review Committee Chair	Date
Provost	Date	President	Date

*For graduate programs only