



University of Arkansas at Little Rock
 Program Change Form—New Program or Program Updates See Detailed
 Instructions: ualr.edu/provost/curriculum-change-process/program-change
Signature Page for Program Change Form

Log # (Provost Office use only)

TIP: Right-Click on the form signature fields to sign

Approval Process	
1. Department Chair/School Director Signature Date (mm/dd/yyyy)	5. Graduate Council Chair Signature Date (mm/dd/yyyy)
2a. College Curriculum Committee Chair Signature Date (mm/dd/yyyy) Signature (If Applicable)	6. Graduate School Dean Signature Date (mm/dd/yyyy)
2b. Grad. College Curriculum Committee Chair Signature Date (mm/dd/yyyy) <i>(i.e. in cases of dual-listed courses or early entry programs)</i>	7. Provost Signature Date (mm/dd/yyyy)
3. College Dean Signature Date (mm/dd/yyyy)	8. Chancellor Signature Date (mm/dd/yyyy)
4. Undergraduate Council Chair Signature Date (mm/dd/yyyy)	
(PROVOST OFFICE USE ONLY) - Current Program Information	(PROVOST OFFICE USE ONLY) - FOR BANNER/DEGREE WORKS
Current Program/Degree Title <i>(e.i. Nursisng, A.A.S.)</i>	APPROVED Effective Semester Effective Year
	(PROVOST OFFICE USE ONLY) - FOR CATALOGS APPROVED Effective Semester Effective Year



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1. General Information (Must be completed by all) - RED FIELDS ARE REQUIRED.

a. Originating Person Name (First, Last)	b. Contact Person's E-mail	c. Contact Phone	d. Today's Date
e. School/Department		f. College/School (Select from dropdown list)	

e. Type of Program Change (Select from dropdown list)

Questions about additional required paperwork? **Contact us at ualr.edu/provost/curriculum-change-process/contacts.**

2. Program Information

a. Title of Degree (i.e. Nursing, A.A.S).

f. Explanation (i.e., brief description, role and scope, etc.)

b. Justification (i.e., demand/availability of students, need, etc.)

3. For Program Deletions Only

c. End Program	Enter Year	d. Stop Admitting Students:	Enter Year
e. Notify Students:	Enter Year	<i>NOTE: These dates are important in order to set restrictions in BANNER.</i>	

Additional Comments:



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4. Current Degree Listing

Please include the section of the degree listing that requires an update (copy and paste is encouraged.) If more space is needed, Attach the Degree Listing to your Submission. [Current Degree/Program Listings are available at catalog.uarl.edu.](http://catalog.uarl.edu)



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5. Proposed Degree Listing

Please include the section of the degree listing with the proposed updates (copy and paste is encouraged.) If more space is needed, Attach the updated Degree Listing to your Submission. [Current Degree/Program Listings are available at catalog.uar.edu.](http://catalog.uar.edu)

6 Checklist for Required Documentation

UA Little Rock's Curriculum Process Instructions are available at: ualr.edu/provost/curriculum-change-process.

a. Attach the following to complete this PCF:

- **For All Submissions:** PCFs require a copy of the Current Degree Listing and the Proposed Degree Listing. If more space is needed than provided in this form, please provide the listings in a separate attachment. *Check the status of your degree listing(s) in the Online Undergraduate Catalog and/or Graduate Catalog Course Descriptions at catalog.ualr.edu.*

- **For New Programs:** Include a Letter of Intent (LOI) and new program proposal. *Contact us for the appropriate forms: ualr.edu/provost/curriculum-change-process/contacts.*

- **For Program Changes Requiring External Approval:** Include a Letter of Notification (LON). Contact us for the appropriate forms: ualr.edu/provost/curriculum-change-process/contacts.

- **Not sure if you changes will need external approval?** Contact us: ualr.edu/provost/curriculum-change-process/contacts.

b. Did you include the following?

Yes	No	N/A	Current Degree Listing (Either included in is form, Section 4 OR as an attachment.)
Yes	No	N/A	Proposed Degree Listing (Either included in is form, Section 4 OR as an attachment.)
Yes	No	N/A	Letter of Intent (LOI) (See link above.)
Yes	No	N/A	New Program Proposal (See link above.)
Yes	No	N/A	Letter of Notification (LON) (See link above.)



Modifications Page

This page is designed to document any changes or modifications to this program change form indicated by the any Curriculum Committees after item is submitted for review.

1. College Curriculum Committee Modifications

2. Graduate Curriculum Committee Modifications

3. Dean's Office Notes

4. Undergraduate Council Modifications

5. Graduate Council Modifications