

Washington State University
MAJOR CHANGE FORM – REQUIREMENTS

NOTE: If proposing a **new** program (degree) or **extending, moving, consolidating, eliminating or renaming** an existing program (degree), these proposals **must first go through the Provost's Office review process**. Please do not use this form. Please contact the Provost's Office for directions on processing program (degree) proposals.

SUBMITTING PROPOSAL – Follow the steps on form, then:

- ☐ **Submit one electronic copy of complete packet of signed form/rationale statement/supporting documentation and/or edits** to wsu.curriculum@wsu.edu.
- ☐ Send the **original stapled packet PLUS 10 stapled copies** of packet to the **Registrar's Office**, campus mail code 1035.

Department Name School of Biological Sciences

1. Check proposed changes:

- ☐ New Plan (Major) in _____ CIP# _____
- ☐ Change name of Plan (Major) from _____ to _____
- ☐ Revise certification requirements for the Plan (Major) in _____
- ☒ Revise Plan (Major) requirements in Ph.D. Plant Biology
- ☐ Drop Plan (Major) in _____
- ☐ New Sub-Plan (Option) in _____ CIP# _____
- ☐ Change name of Sub-Plan (Option) from _____ to _____
- ☐ Revise requirements for the Sub-Plan (Option) in _____
- ☐ Drop Sub-Plan (Option) in _____
- ☐ New Minor in _____ CIP# _____
- ☐ Change name of Minor from _____ to _____
- ☐ Revise Minor requirements in _____
- ☐ Drop Minor in _____
- ☐ New Certificate in _____ CIP# _____
- ☐ Change name of Certificate from _____ to _____
- ☐ Revise Certificate requirements in _____
- ☐ Drop Certificate in _____
- ☐ Other _____

2. Effective Date: Fall 2016 (Effective date must be for future fall term.) **Submission deadline is Oct 1st.**

NOTE: Items received after deadlines may be put to the back of the line or forwarded to the following year. Please submit on time.

Contact: Justine Rupp Phone number: 335-8649
Email: ruppj@wsu.edu Campus mail code: 6414

3. PLEASE ATTACH A RATIONALE STATEMENT giving the reasons for each request marked above, and explaining how this impacts other units in Pullman and other campuses (if applicable).

4. PROVIDE SUPPORTING DOCUMENTATION AND/OR CURRENT CATALOG COPY with edit marks showing requested changes.

5. SIGN AND DATE APPROVALS.

[Signature] 22/Jan 2016 [Signature] 1/22/16
Chair Signature/date Dean Signature/date CSC Date

Chair Signature/date

Dean Signature/date

AAC or GSC Date

Senate Date