BSU Curriculum Forms **Program Drop form**

(Last updated 11.15.22)

Use this form to:
**Drop a program from BSU’s program list**

***Note: All curriculum proposals also require a Proposal Summary and a Signature form***

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| **Program To Be Dropped** | **Program Credits**  |
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| **This form is used to drop or suspend a program** |  [ ]  I confirm I would like to permanently drop this program [ ]  I confirm I would like to suspend this program (up to 3 years) |
| **What is the reason(s) for dropping this program?** |  |
| **Are their courses from another department in this dropped program?** To locate if there are, please review the program requirements for the program as follows: 1) go to <http://www.bemidjistate.edu/academics/catalog/> and choose the most recent catalog(s), 2) click on “Areas of Study, and find the program to be dropped,” 3) review the program for other departments courses | [ ]  No, I have checked the catalog and there are no courses in  another department as part of this program[ ]  Yes, I have checked the catalog and this program has courses  from other departments including.1. .
 |
| **If yes, to previous question** | [ ]  Yes, the department chair(s) have been notified of a course  within their department is in a program that is being  dropped. [ ]  Notification was done by email. Their response is  copy/pasted below. [ ]  Notification was done by email. No response has been  received. My notification is copy/pasted below. [ ]  Notification done by phone on the following date. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Who: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Indicate who you sent notifications to: |
| **Are there students still in this program?** | [ ]  No, there are no longer students currently pursuing this  program[ ]  Yes, there are still students currently pursuing this program  and below is the teach out plan for those students. |

**Copy/Paste any notifications sent and responses received below.**