Text

Description automatically generated with medium confidenceBSU 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.**