Form Name: **Specialization|Modify**

This form should be used to modify an existing specialization in an undergraduate major. Note that the terms *specialization* and *track* are synonymous for this process. Instructions for completing and submitting this form are on the last page.

\*REQUIRED

Specialization Name \*

Enter the name of the specialization.



Specialization Code \*

Enter the two or three letter code for the specialization.



Effective Term \*

Enter the term (semester and year) at which the modification should be effective.

Effective Year \*

Proposed Changes \*

Describe the proposed changes to the specialization.



Pedagogical Rationale/Justification \*

Describe the rationale for the proposed changes to the specialization.



Impact on Other Programs \*

Describe any potential impact on other programs or departments, including increased need for general education or common prerequisite courses, or increased need for required or elective courses outside of the existing program.



Assessment Data Review \*

Describe the Student Learning Outcomes and/or program goal data that was reviewed to support the proposed changes.



Academic Learning Compact and Academic Assessment Plan \*

Describe the modifications to the Academic Learning Compact (for undergraduate programs) and Academic Assessment Plan that result from the proposed change.



Prepare a document showing the catalog copy with the current and proposed curricula edited using the “track changes” feature in Word.

Prepare supporting documentation if the modification requires the availability of additional courses, or if it may create clear or potential overlap or duplication of content with another program, then provide memos, emails, etc. from other units to provide evidence of the availability of courses that are required in the specialization and/or to provide evidence for support of the proposed specialization.

**Required Documents**

* **Catalog copy** - catalog-style description showing the proposed changes to the specialization, prepared using the "track changes" feature in Microsoft Word.
* **Supporting documentation** - if the modification requires the availability of additional courses, or if it may create clear or potential overlap or duplication of content with another program, then provide memos, emails, etc. from other units to provide evidence of the availability of courses that are required in the specialization and/or to provide evidence for support of the proposed specialization.