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Courses	Request Tracking
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Drop Course Form

https://myuk.uky.edu/sap/bc/soap/rfc?services=

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Attachments:

Browse...

Select saved project to retrieve...

(* denotes required fields)

Course Information.

- a.* Course Prefix and Number.

ENG - English

ENG 306 INTRO TO PROFESSIONS IN WRITING

- b. Course Title:

INTRO TO PROFESSIONS IN WRITING

- c. Credit Hours:

3.0

- d.* Submitted by the College of:

College of Arts & Sciences

Today's Date: 11/20/2012

- e.* Department/Division:

English

- f.

* Contact Person Name:

Mathew Giancarlo

Email:

mathew.giancarlo@uky.edu

Phone: 7-1587

* Responsible Faculty ID (if different from Contact)

Email:

Phone:

- Effective Date¹ of Drop:* Semester Following Approval OR Specific Term

Cross-listing

Cross-listed course prefix and number

Should the cross-listed course(s) also be dropped³? Yes No

Explain, if necessary:

Why is this course being dropped?²

This course is now being offered by the new WRD program under a WRD prefix. It should be dropped from the ENG listings as ENG faculty will no longer staff it or teach it.

- Will dropping this course change the requirements⁴ for any program?⁴ Yes No

English

If YES⁴, list the program(s) here:

- Has the course been taken by a significant number of students in other colleges/depts?⁴ Yes No

If YES, list the colleges/departments:

If YES, what provision has been made for meeting the needs of these students?

- Is this course currently included in the University Studies Program?⁴ Yes No

¹ The effective date for a dropped course is *the first term when the course is not available*, NOT the last term the course is offered.

² Effective dates are typically the semester following approval. No course will be made effective until all approvals are received.

³ Signature of the chair of the cross-listing department is required on the Signature Routing Log.

⁴ In order to change a program, a program change form must also be submitted.

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3451
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 Workflow Items
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Filter Filter by College Name CourseID FromDate ToDate
 AGRICULTURE ENG 11/20/2012

Course/ Prog ID	Display Form	Course/ Program	Request Type	College	Date
ENG 298	Display Form	Course	Change	ARTS & SCIENCES	8/4/2012
ENG 301	Display Form	Course	Change	ARTS & SCIENCES	9/10/2012
ENG 306	Display Form	Course	Change	ARTS & SCIENCES	8/8/2012

Details of Course/Program ID(ENG 306)

WORKITEM ID	Workflow Status	Date	Time
00009740902	DEPARTMENT RECEIVED	2012-03-08	17:05 PM
00009740906	DEPARTMENT APPROVED	2012-03-08	17:46 PM
00009756007	RECEIVED BY COLLEGE	2012-03-08	17:45 PM
00009756009	APPROVED BY COLLEGE	2012-06-19	15:20 PM
00010555028	RECEIVED BY USC	2012-06-19	15:20 PM

Course/ Prog ID	Display Form	Course/ Program	Request Type	College	Date
ENG 306	Display Form	Course	Drop	ARTS & SCIENCES	6/28/2012
ENG 310	Display Form	Course	Change	ARTS & SCIENCES	8/4/2012
ENG 338	Display Form	Course	Change	ARTS & SCIENCES	9/1/2012
ENG 331	Display Form	Course	Change	ARTS & SCIENCES	6/1/2012
ENG 332	Display Form	Course	Change	ARTS & SCIENCES	6/28/2012
ENG 333	Display Form	Course	Drop	ARTS & SCIENCES	6/28/2012
ENG 334	Display Form	Course	Change	ARTS & SCIENCES	6/28/2012
ENG 335	Display Form	Course	Change	ARTS & SCIENCES	6/28/2012
ENG 336	Display Form	Course	Drop	ARTS & SCIENCES	6/28/2012
ENG 338	Display Form	Course	New	ARTS & SCIENCES	7/30/2012
ENG 339	Display Form	Course	New	ARTS & SCIENCES	7/30/2012
ENG 341	Display Form	Course	New	ARTS & SCIENCES	7/30/2012
ENG 342	Display Form	Course	Change	ARTS & SCIENCES	8/4/2012
ENG 345	Display Form	Course	New	ARTS & SCIENCES	7/30/2012
ENG 347	Display Form	Course	New	ARTS & SCIENCES	7/30/2012
ENG 348	Display Form	Course	New	ARTS & SCIENCES	7/30/2012
ENG 349	Display Form	Course	New	ARTS & SCIENCES	7/30/2012
ENG 352	Display Form	Course	New	ARTS & SCIENCES	7/30/2012