



# REQUEST TO DROP A COURSE

<b>1. General Information.</b>			
a.	Submitted by the College of: <u>A&amp;S</u>	Today's Date: <u>9-15-09</u>	
b.	Department/Division: <u>MCLLC/French</u>		
c.	Contact Person Name: <u>Dr. Jeffrey Peters</u>	Email: <u>jnp@uky.edu</u>	Phone: <u>269-1733</u>
<b>2. Course Information.</b>			
a.	Course Prefix and Number: <u>FR 312</u>		
b.	Course Title: <u>French Conversation I</u>		
c.	Credit Hours: <u>3</u>		
3.	Effective Date <sup>1</sup> of Drop: <input type="checkbox"/> Semester Following Approval	OR	<input type="checkbox"/> Specific Term <sup>2</sup> : <u>Upon approval of new courses</u>
4.	Is this course cross-listed?	YES <sup>3</sup> <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES <sup>3</sup> , what is the cross-listed course prefix and number? <u>        </u>		
	If YES <sup>3</sup> , should the cross-listed course(s) also be dropped <sup>3</sup> ?	YES <sup>3</sup> <input type="checkbox"/>	NO <input type="checkbox"/>
	Explain, if necessary: <u>        </u>		
5.	Why is the course being dropped? <u>Not needed in new, revised major</u>		
6.	Will dropping this course change the requirements <sup>4</sup> for any program?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
	If YES <sup>4</sup> , list the program(s) here: <u>Major in French/Minor in French/FLIE major-French</u>		
7.	Has the course been taken by a significant number of students in other colleges/depts?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
	If YES, list the colleges/departments: <u>        </u>		
	If YES, what provision has been made for meeting the needs of these students? <u>        </u>		
8.	Is this course currently included in the University Studies Program?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>

<sup>1</sup> 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.

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

<sup>3</sup> Signature of the chair of the cross-listing department is required on the Signature Routing Log.

<sup>4</sup> In order to change a program, a program change form must also be submitted.