

Academic Affairs Committee

Course Deactivation Form

This course deactivation form should be completed when a course will no longer be offered. The request will be reviewed by the Academic Affairs Committee and, if approved, the course will be deactivated in the Course Database and removed from the College Catalog.

Proposor name:
Proposer name:
Contact email:
Contact phone:
Department:
1. Course Information
Course Prefix and Number:
Course Title:
2. Reason for Deactivation
Replaced by new course/course number/prefix
Lack of enrollment
Curriculum change
Faculty retirement or separation from ESF
Other:



Approval Signatures:

All signatures and department level approvals are needed prior to submission to the Academic Affairs Committee. If your proposal will impact other departments/areas, please include email confirmation that those affected have been notified and approve of the change.