Office of the ChancellorProvost, RutgersNew Brunswick
Modifications to Existing Program

Program Modifications

New Program Proposals must be submitted for all proposed new degree programs and non-degree certificate programs (see Guidelines for New Program Proposals). Some changes or modifications to an existing program may also require a new program approval review by the ChancellorProvost Office. Please consult the checklist to determine if a new program approval is required for changes modifications to an existing program.

Please answer the following questions. If responding “yes” to any question below, complete a new degree or non-degree certificate program proposal.

Does the change or modification to the degree or non-degree certificate:

1. Add a new program?
   
   □ yes □ no

2. Involve a substantial change to the philosophy/purpose of this degree or certificate program?
   
   □ yes □ no

3. Change the relationship to other degree or non-degree programs that may have been approved or modified since the existing program was designed?
   
   □ yes □ no

4. Propose major curricular changes (i.e., more than 25% of the courses will be new to the proposed program)?
   
   □ yes □ no

5. Involve departments or academic units that have not been previously involved with this program?
   
   □ yes □ no
6. Involve faculty from departments or schools that have not been previously involved in this program?

☐ yes ☐ no

7. Change the tuition structure?

☐ yes ☐ no

8. Involve changing an existing program to a fully online program?

☐ yes ☐ no

9. Require access to new resources that will present new opportunities for expansion of the program, or will result in a loss of resources that will require downscaling?

☐ yes ☐ no

10. Propose shifting the administration of the program to a different administrative/school unit?

☐ yes ☐ no

11. Propose discontinuing a degree or non-degree certificate program?

☐ yes ☐ no

12. Propose re-activating a discontinued/closed degree or non-degree certificate program?

☐ yes ☐ no