

Appendix IV

SCHOOL OF GRADUATE STUDIES
GRADUATE DEGREE PROGRAM REVISION
FOR GRADUATE STUDIES AND RESEARCH COMMITTEE/FACULTY BOARD
APPROVAL

DEGREE PROGRAM NAME: _____

Degree program revisions should be submitted whenever a course addition, course deletion or course revision affects the graduate degree program requirements OR whenever a minor change to the current degree program requirements is proposed.

1. Description of Change Indicate the proposed change (e.g., deletion, addition, modification) and explain why the proposed change is necessary. Provide a detailed justification (in a separate page) for the proposed change(s).

3. Calendar copy This is the text that will appear in the SGS Calendar. Provide the revised text with revisions in bold.
4. Timing: Please provide dates when these changes will come into effect. Describe how you will ensure that students who began their plans before the change will be allowed to continue in their plans (grandparenting arrangements).
5. Resources If these changes will affect specific resource requirements in terms of rooms, equipment, computers, TAs, etc., please provide details. Will any new funds be required for these changes? If so, how will these costs be covered? Please include any relevant correspondence.

E-mail: _____ marlene.sayers@queensu.ca _____

EMAIL the completed forms and any attachments to the Graduate Studies and Research Committee secretary, on or before the deadline for agenda items for the next Committee meeting.

FOR SGS OFFICE USE ONLY:

Date of approval by appropriate Council/Committee: _____ 1T6 4(y.5 [