

Course Title Changes

The title for a course can be changed on a student's individual academic record with appropriate authorization. Please follow these steps:

1. Obtain a green Academic Course Change Form from the academic department.
2. Complete the section titled "Change of Section or Cross-listing" to indicate the new course title.
3. Get the approval signatures of the student who took the class, the faculty member who taught the class, the student's academic department, and the student's academic dean.
4. Forward the signed form to the attention of Lisa Neel in the Office of the Registrar at 300 Grace Hall for processing.