



ROUTING SLIP FOR CURRICULAR CHANGES

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Branch Course Type I Check this if the course is academic in nature and will transfer (as is to the main campus with no questions asked. **(HAVE DOCUMENTATION THAT THIS WILL OCCUR THAT IS SIGNED BY ACCEPTING DEPARTMENT ON CAMPUS).**

Branch Course Type II Check this if the course is academic in nature and not generally given blanket acceptance but may be accepted for certain programs. **(AGAIN, HAVE DOCUMENTATION THAT STATES WHEN AND WHO WILL ACCEPT IT AND IF ANY CIRCUMSTANCES EXIST).**

Branch Course Type III designation. This course is not transferable.

Full, precise, complete listing:

Description: course description as it will appear in catalog and on course syllabus. Duplication rarely occurs within the branch campus, but do check with other departments and include a statement as well as the required signatures from these departments.