CHECKLIST FOR DELETING COURSE

Use this checklist if you would like to delete an existing course. Note: Deletion of courses may affect other programs. Please coordinate with the other departments before submitting a Course Delete Form.

- Entered contact name, address, and department in the Delete Course Form.
- Entered prefix, number, and title.
- Justified the course deletion.
- If changing the course affects a program or minor, I have included a Program or Minor Change Form. If the course is a general education core, notice has been submitted to the http://facultysenate.unlv.edu/committees/gec.
- Received all three required signatures.
- Submitted to the Curriculum Team.
- Attend the Faculty Senate Meeting when the course is up for review.

Once approved by the FSCC, you will receive notice from the Curriculum Team when the course has been deleted in the catalog and SIS.