

# DROP COURSE FORM

<b>1. General Information.</b>	
a. Submitted by the College of:	<u>The Graduate School</u> Today's Date: <u>December 2, 2011</u>
b. Department/Division:	<u>The Martin School of Public Policy and Administration</u>
c. Contact Person Name:	<u>William Hoyt</u> Email: <u>whoyt@uky.edu</u> Phone: <u>257-2518</u>
<b>2. Course Information.</b>	
a. Course Prefix and Number:	<u>PA 749</u>
b. Course Title:	<u>Dissertation Research</u>
c. Credit Hours:	<u>(0)</u>
3. Effective Date <sup>1</sup> of Drop:	<input checked="" type="checkbox"/> Semester Following Approval OR <input type="checkbox"/> Specific Term <sup>2</sup> : _____
4. Is this course cross-listed?	YES <sup>3</sup> <input type="checkbox"/> NO <input checked="" type="checkbox"/>
If YES <sup>3</sup> , what is the cross-listed course prefix and number? _____	
If YES <sup>3</sup> , should the cross-listed course(s) also be dropped <sup>3</sup> ? YES <sup>3</sup> <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
Explain, if necessary: _____	
5. Why is the course being dropped?	<u>Graduate School rules regarding registration for dissertation residency credit have been changed. Course is no longer used and has been replaced by PA 767.</u>
6. Will dropping this course change the requirements <sup>4</sup> for any program?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
If YES <sup>4</sup> , list the program(s) here: _____	
7. Has the course been taken by a significant number of students in other colleges/depts?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
If YES, list the colleges/departments: _____	
If YES, what provision has been made for meeting the needs of these students? _____	
8. Is this course currently included in the University Studies Program?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

<sup>1</sup> The effective date for a dropped course is *the first term when the course is not available*, NOT the last term the course is offered.

<sup>2</sup> Effective dates are typically the semester following approval. No course will be made effective until all approvals are received.

<sup>3</sup> Signature of the chair of the cross-listing department is required on the Signature Routing Log.

<sup>4</sup> In order to change a program, a program change form must also be submitted.

# DROP COURSE FORM

## Signature Routing Log

**General Information:**


Course to be Dropped (prefix and number): PA 749

Proposal Contact Person Name: Sarah Lee Phone: 7-5594 Email: solee@uky.edu

**INSTRUCTIONS:**

Identify the groups or individuals reviewing the proposal; note the date of approval; offer a contact person for each entry; and obtain signature of person authorized to report approval.

**Internal College Approvals and Course Cross-listing Approvals:**

Reviewing Group	Date Approved	Contact Person (name/phone/email)	Signature
Martin School Faculty	12/1/11	William Hoyt / 7-2518 / whoyt@uky.edu	
		/ /	
		/ /	
		/ /	
		/ /	

**External-to-College Approvals:**

Council	Date Approved	Signature	Approval of Revision <sup>5</sup>
Undergraduate Council			
Graduate Council			
Health Care Colleges Council			
Senate Council Approval		University Senate Approval	

Comments:

<sup>5</sup> Councils use this space to indicate approval of revisions made subsequent to that council's approval, if deemed necessary by the revising council.