Board of Graduate Studies - University of Guelph Senate

Course Deletion Form

The Course Deletion Template **must** be completed in full to be reviewed by the Division Committee and Programs Committee before recommendation for approval to the Board of Graduate Studies and Senate. If a new course will be replacing the deleted course, please submit the new course proposal at the same time.

Course Code: _____ Course Title: _____

Department/School/Program responsible for the course: _____

Semester Offering: ☐F ☐W ☐S ☐U Multiple Semester Course (Arrangements must be made to accommodate students registered in a multiple semester course, prior to deletion.): ☐Yes ☐No The **last** semester offering to accommodate the current cohort. _____

Rationale for the deletion (in point form):

Effect on the other graduate programs:

Course Enrolment History over four offerings:

Notes:

- The course will be end-dated in Colleague based on the "last offering" information. A note will be added to the course description in the Graduate Calendar indicating the semester the course will last be offered.
- If the course proposed for deletion serves graduate programs administered by other departments then evidence of consultation in the form of email correspondence or memo from the appropriate department chairs is required. You can forward correspondence electronically with this form to the Office of Graduate Studies at ogsadmin@uoguelph.ca.
- If a new course is being proposed as a replacement for this course, please specify the course code, title and department responsible in the text box below.

Replacement Course:

Signature Approval of Chair or Graduate Coordinator: _____

Date Approved: _____