I. ACTION TO BE TAKEN: MODIFY AN EXISTING COURSE
Notes:
1. Complete all parts of Sections I and II; complete only those items in Section III that represent changes.
2. If either prefix or number is being changed, use ‘Delete Course’ and ‘Create New Course’ forms rather than this form.
   a. List the changes to be made (See Proposed Changes a through p below): Change maximum section enrollment to 30
   b. Term Effective (6 digit code only): [200905] Examples: 200801(Spring), 200805(Summer), 200808(Fall)
   Note: The first four digits indicate year, the next two digits indicate month in which term begins.

II. CURRENT: Include information that is in the current course database.
   a. Course Prefix  
   b. Number  
   c. Enter Contact Hours per week in boxes.
       LECTure [ ]  LAB [ ]  INDependent Study – Check (x) [ ]
       Practicum: [ ]  Seminar: [ ]
   d. Course Title: Internship

III. PROPOSED CHANGES: Complete only those boxes that represent proposed changes identified in Section I. Leave all other spaces blank.
   a. Course Prefix  
   b. Number  
   c. Enter Contact Hours per week in boxes.
       LECTure [ ]  LAB [ ]  INDependent Study – Check (x) [ ]
       Practicum: [ ]  Seminar: [ ]
   d. Course Title: (Limit to 30 characters/spaces.)
   e. College Code:  
   f. Department Code:  

Credit Hours: Check (x) type and enter maximum and minimum hours in boxes.

   g. Type: [ ] Variable  [ ] Fixed   h. Maximum Credit Hours [ ]   i. Minimum Credit Hours [ ]
   j. May Be Repeated for Added Credit: Check (x) [ ] Yes  [ ] No
   k. Levels: Check (x) [ ] Undergraduate  [ ] Graduate  [ ] Professional
   l. Grade Method: Check (x) [ ] Normal Grading  [ ] Credit/No Credit only (Pass/Fail)

m. CATALOG DESCRIPTION – Limit to 75 words – PLEASE BE CONCISE.

   n. Term(s) Offered:  
   o. Max. Section Enrollment: 30

   p. Prerequisites/Co-requisites/Restrictions: Limited to 100 spaces.

   UCC Chair Signature/Date: ___________ 1/1/________
   Academic Affairs Approval Signature/Date: ___________ 1/1/________

To be completed by Academic Affairs Office: - Standard & Measures Coding and General Education Code
   [ ] Basic Skill (BS)  [ ] General Education (GE)  [ ] Occupational Education (OC)  [ ] G.E. Codes

Office of the Registrar use ONLY

Date Rec’d:  Date Completed:  Entered: SCACRSE  SCADTL  SCARRES  SCAPREQ
DATE:       June 2, 2009
TO:         Don Flickinger, Assistant Vice President for Academic Affairs
FROM:       Ron McKean, Associate Dean
RE:         AMGT 493

We have discovered that the AMGT 493 internship course has an error on the maximum enrollment cap. Attached is a Form F to correct the MAX CAP to 30.

c: Greg Key, AUTO Department Chair

ds