

### **Discontinuance of Academic Programs**

Requests for termination of existing academic programs should be submitted to the Board of Regents using the appropriate form.

In consultation with the Dean, Academic Affairs, and the Registrar's Office, the department is responsible for:

- a. Determining the semester/year at which no new enrollments will be accepted
- b. Developing a teach-out plan, including the semester/year at which reporting of degrees shall cease
- c. Providing a reason for the request.

When a program is discontinued, it is the responsibility of Academic Affairs to immediately inform the Office of Enrollment Services and the Office of the Registrar so that the program can be inactivated as well as adjustments made to the university application and marketing materials.