

University of Cincinnati
Office of the Registrar
New Academic Program Submission

This process is needed when a new academic program is created and is intended to clearly define the characteristics of the program. This program and its code will become part of UC's official list of programs. It will be used to identify students in the program, for advising, and will appear on the student's transcript at the time of graduation. It will be reported as a unique program code to the Ohio Board of Regents (OBR) and will be reported every quarter to OBR along with each student's enrollment record. Review by the appropriate Dean and Provost is required before a code is assigned in the student information system (UniverSIS). A copy of the new program proposal, as well as OBR approval, if appropriate, must be attached.

College _____

Program Award (e.g. Bachelor of Arts) _____

Program Academic Area/Major (e.g. History) _____

Number of credit hours required for the academic program: _____

Length of the academic program (in years): _____

Credit level of the academic program: Undergraduate__ Graduate__ Professional__

Beginning Term of the academic program: _____

Special comments or characteristics of the program (e.g. Distance Learning, etc.):

Submitted by: _____ Date: _____

Phone number: _____ Mail Location: _____



Approval Dean: _____ Date: _____

Approval Graduate: _____ Date: _____

Approval Provost: _____ Date: _____

Submit completed form to Registrar's Office, Mail Location # 0060

