

Major, Minor, Concentration, or Certificate (Masters) Banner Code Request

This form will be used to create or inactivate (discontinue) Banner codes for majors, minors, and concentrations. Please provide the applicable information below and forward to Academic Affairs.

College:

☐ College of Arts and Sciences

☐ College of Health

☐ College of Business

☐ College of STEM

Academic Department:

Requestor's Name:

Date:

NEW	EFFECTIVE TERM	100% ONLINE, SEATED, or BOTH	DESCRIPTION
<input type="checkbox"/> Degree			
<input type="checkbox"/> Major			
<input type="checkbox"/> Minor			
<input type="checkbox"/> Concentration*			
<input type="checkbox"/> Certificate (Post-Masters)			
<input type="checkbox"/> Certificate (Post-Baccalaureate)			
Major/Minor/Concentration CIP Code:	Find CIP Code		
*Concentrations must be attached to a degree and major. Please indicate in this space the degree and major block below.			
DEGREE:	MAJOR:		
Graduate Tuition Rate (check one)	A&S <input type="checkbox"/> MHA <input type="checkbox"/> MBA <input type="checkbox"/> Online Majors <input type="checkbox"/>		
REMOVE/INACTIVATE			
DEGREE/CERTIFICATE	MAJOR	BEGINNING TERM	ENDING TERM

Approval Process:

**Items 1 to 4 must be completed before forwarding to Provost for final approval.*

1. Date Approved by UCC/GAC:

2. Date Approved by Faculty Senate:

3. Date Approved by USG (new majors only): ☐ _____ or ☐ Not New Major

4. Posted to [Degrees and Majors Authorized](#) (must be verified before moving on to next step): ☐ Yes Posted ☐ No, Concentration only

Please send form via Adobe for electronic signature. To set up signature, choose "Request eSignature" located on the bottom right hand when in Adobe, type in Provost's email first and add Registrar's email second. Follow prompts to specify where to sign.

Provost/Associate Provost Signature:

Date:

Registrar Signature:

Date: