

EXTERNAL REPORTING CHART FOR CURRICULUM CHANGES
(In addition to UNCG's Curriculum Review Approval Process - CIM)

**Complete Substantive Change Checklist to Receive Response
Upload Completed Forms into CIM*

ACTION	UNC SYSTEM	SACSCOC	OTHER
New Program Development			
New Degree Majors *Upload: Substantive Change Checklist Response Letter of Intent to Develop New Academic Degree Program Request to Establish New Academic Degree Program Budget Template	Yes	Significant Departures	NC DPI (licensure) SEVP
New Certificate Programs *Upload: Substantive Change Checklist Response	No	Significant Departures	US DE (Gainful Employment)
New Joint Degrees or Credentials *Upload: Substantive Change Checklist Response Letter of Intent to Develop New Academic Degree Program Request to Establish New Academic Degree Program	Yes	Yes	SEVP
New Dual Degrees or Credentials *Upload: Substantive Change Checklist Response Letter of Intent to Develop New Academic Degree Program Request to Establish New Academic Degree Program	No	Yes	
New Concentrations (CIM)	No	No	
New Teacher Licensure Programs (non-degree / CIM)	Yes	No	NC DPI
New Secondary Academic Concentration (CIM)	No	No	
New Minors (CIM)	No	No	
Online Programs			
Offering 50% or more of existing degree program online Request to Deliver Existing Degree Program-New Delivery Mode or Site	Yes	No	
Offering certificates online (CIM)	No	No	US DE (Gainful Employment)
Off-Campus Locations			
Initiating off-campus less than 25% of credential * Upload: Substantive Change Checklist Response	Yes	No	
Initiating off-campus site 25-49% of credential * Upload: Substantive Change Checklist Response	Yes	Yes	
Initiating off-campus site* > 50% of degree *Upload: Substantive Change Checklist Response Request to Deliver Existing Degree Program-New Delivery Mode or Site	Yes	Yes	US ED (Participation Agreement) Homeland Security

Adding programs at SACSCOC approved off-campus site *Upload: Substantive Change Checklist Response Request to Deliver Existing Degree Program-New Delivery Mode or Site	Yes	No	Homeland Security
Discontinuations			
Discontinuation of a Degree Program Request to Discontinue a Degree Program, Site or Delivery Mode	Yes	Yes Teach-Out Plan	SEVP
Discontinuation of a Certificate Program Request for Discontinuation of Concentrations, Certificates, and Minors	Yes	Yes Teach-Out Plan	US ED (Gainful Employment)
Discontinuation of concentration or minor Request for Discontinuation of Concentrations, Certificates, and Minors	No	No	
Closing an off-campus site Request to Discontinue a Degree Program, Site or Delivery Mode	Yes	Yes Teach-Out Plan	US ED (Participation Agreement) Homeland Security
Discontinuing a mode of delivery (campus, online, or off-campus site) Request to Discontinue a Degree Program, Site or Delivery Mode	Yes	Yes Teach-Out Plan	
Other Program Modifications			
Credit hour changes of 25% or more (CIM)	No	Yes	
CIP Code Change (CIM)	Yes	No	SEVP US ED (Gainful Employment)
Title Change (degree or certificate / CIM)	Yes	No	US ED (Gainful Employment for certificates)
Degree Change (CIM)	Yes	No	
Add Campus Mode of Delivery Request to Deliver Existing Degree Program-New Delivery Mode or Site	Yes	No	
Delivery Mode Change for Additional Concentrations (campus, online, or off-campus where major has already been approved for mode of delivery) Request Delivery Mode Change for A Concentration	No	No	
Add/Modify Specialty Area Code (CIM)	Yes	No	
Minimum credential credit hours (CIM)	Yes	No	
Expected Number of Full-Time Terms to Completion	Yes	No	
Effective Term	Yes	No	
Non-Terminal Master's Flag	Yes	No	