**Program/Course Crosswalk for Substantive Change Determination**

Revision to curricula for existing programs may or may not require a notification or prospectus to the Southern Association of Colleges & Schools Commission on Colleges (SACSCOC). This determination is based on the percentage of new content in the revised curriculum.

Determination of what constitutes new content must take into consideration:

* Course code (e.g. ENGL 1011)
* Number of credit hours
* Number of contact hours
* Course competencies

Additional or revised courses with new course competencies are always considered new content. Changes to course code, credit hours, or number of contact hours may or may not be considered new content. A curriculum revision with 25% or more new occupational content is considered a substantive change (the credit hours for General Education content is not included in the calculation).

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| Date of Request:  |  |
| Description of Change: |  |
| New Award and Major Code:  |  |
| Location:  |  |
| Program Director: |  |

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| **LTC Existing Course Content** **(Courses/Credits/Contact Hours)** | **How is content related to other content offered by the College?** **Compare *competencies* to existing LTC courses****(unchanged, repackaged, updated, new, etc.)** | **Proposed Program Name****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **(Courses/Credits/Contact Hours)** |
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|  | Percent New Content (Calculation and %):  |
| Number of Credit Hours:  |  | Number of Credit Hours:  |
| Number of Semesters:  |  | Number of Semesters:  |