

Flow Chart for New and Revised Courses and Revised Program Proposals

Complete [Proposal forms](#) for:
[New Courses](#)
[Revised Courses](#)
Revised Program Proposals



Department Curriculum Committee reviews and approves proposal, after which one electronic copy of the entire proposal and one hard copy of the signed signature page is sent to the UCF Office. The proposal is then forwarded to the appropriate SCC for review and approval.



After approval by SCC, SCC Chair sends approved proposal with any revisions back to UCF Office for logging and distribution to NMC.



After approval by NMC, NMC Chair presents motion to approve proposal at UCF Meeting.



After UCF approval, UCF sends proposals to Academic Vice-President (AVP) or designee.



After AVP approval, proposal is returned to UCF and distributed to appropriate parties on campus.