



# Office of the Registrar

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## I. BASIC INFORMATION

1. School/College:

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2. Department/Division:

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3. Degree:

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4. Major:

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5. Proposed date for change in high-demand status:

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## II. CAPACITY INFORMATION:

Please provide the following information on an attached sheet:

1. Anticipated number of applicants: If the capacity is smaller than the anticipated number of applications, this major may be designated as high-demand.

a. The capacity of the sophomore or junior class for both this academic year and subsequent academic years.

b. The anticipated number of applications for both this academic year and the subsequent academic year.

2. High-Demand Majors:  
(see parts three and four of the policy statement)

a. What is the academic justification for restricting the major?

b. Attach responses from other schools and colleges.



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c. Provide criteria used to determine which of the applicants meeting entrance requirements will be admitted to the major.

d. Provide a contact person for information concerning the criteria and application deadlines.

**I. SIGNATURES:**

\_\_\_\_\_  
Department/ Head                                      Department                                      Date

\_\_\_\_\_  
College/School Committee Chair      School/College                                      Date

\_\_\_\_\_  
Dean    School/College                                      Date

**II. Approvals**

The Enrollment Cap Oversight Committee met on \_\_\_\_\_ [Date] and recommended approval of this proposal. As the Provost’s/Provost’s designee I have reviewed this recommendation and approve.

\_\_\_\_\_  
Provost/Provost’s Designee    Date

As University Registrar, I attest that this authorized change shall be published in the next edition of the *Bulletin*.

\_\_\_\_\_  
University Registrar    Date