



# OFFICE OF THE **PROVOST**

TEXAS TECH

## *THECB Submission Form*

### Program Changes – Program Closure

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

*The information collected will be submitted directly to THECB by the Office of the Provost.*

### **General Information**

1.) Institution:

- ☐ Texas Tech University
- ☐ Texas Tech School of Veterinary Medicine
- ☐ Texas Tech School of Law

2.) Degree Level

- ☐ Bachelor's
- ☐ Master's
- ☐ Doctoral
- ☐ Professional

3.) Degree Designation Abbreviation (e.g., M.A.) \_\_\_\_\_

4.) Degree Designation Description (e.g., Master of Arts)

5.) Degree Program Title (e.g., Psychology) \_\_\_\_\_

6.) Degree Program CIP Code \_\_\_\_\_

7.) Administrative Unit (e.g., Department of Biology) \_\_\_\_\_

8.) Proposed Effective Date of Change \_\_\_\_\_

## **Program Closure**

### ***Degree Program Closure Guidance***

Institutions requesting to close a degree program must:

- a) develop and execute a teach-out plan;
- b) give appropriate notification to the federally recognized institutional accreditor and the Program's accreditor, as applicable;
- c) cease to admit new students to the program;
- d) ensure that all courses necessary to complete the program are offered on a timely basis; and
- e) close the program when the last student enrolled in the program has graduated or the teach-out period has lapsed.

1. Last date students were/will be admitted to the program:

2. Degree program closure date: \_\_\_\_\_