**Instructions:** Please provide all relevant information pertaining to the change you are requesting in the fields provided on this form and email the form as well as supporting documentation to [**catalog@liberty.edu**](mailto:catalog@liberty.edu)**.**

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| **Requested By:** |  | | | **Date of Request:** | Click here to enter a date. |
| **School/Office** |  | | | **Ex: Registrar Office, Financial Aid, School of Music** | |
| **Catalog Year:** | |  | | **Effective Date of Change:** | Click here to enter a date. |
| **Catalog Version:** | | **Undergraduate** | | **Graduate** | |
| **Type of Catalog Change:** | | **Addition** | *Ex: New Program, New Course, New Policy, Administration* | | |
| **Deletion** | *Ex: Delete Program, Delete Course, Delete Policy, Administration* | | |
| **Modification** | *Ex: Changes to existing programs, courses or policies, Administration* | | |
| **Brief Description of Change:** |  | | | | |
| **Reason for Change:** |  | | | | |
| **Catalog Section:**  **(Name of Webpage)** |  | | | | |
| **Catalog Page URL:** |  | | | | |
| **Supporting Legislation # – (FCC/FSB/GSB/GAC/FIO) as necessary** | | | | | |
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| **Current Catalog Text (as is):** | **Requested Catalog Text:** |
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