

**FORM F**  
**BOARD OF REGENTS**  
**INSTITUTIONAL PROCESS TO REQUEST ACADEMIC PROGRAM REDUCED ADMISSIONS OR**  
**TERMINATION**  
**(revised April 22, 2009)**

Name of institution: \_\_\_\_\_

Date submitted: \_\_\_\_\_

Name of program: \_\_\_\_\_

Level:            B        \_\_\_\_\_        M        \_\_\_\_\_        D        \_\_\_\_\_        FP        \_\_\_\_\_

Action requested:    Reduced Admissions \_\_\_\_\_    Termination    \_\_\_\_\_

- Provide a brief rationale for the request.
- Describe how students currently admitted to or eligible for admission to the program will be accommodated; what kind of transition period is planned.
- Describe the effect on costs of reducing enrollments or terminating the program, e.g., cost savings, etc.
- Is program available elsewhere in the state? Identify the schools where the program is available and the current enrollment at those sites.
- Describe a 5-year trend of applications and enrollments in the academic program.
- Is this intended to be a temporary or permanent change (applies only to reduced admissions)? If temporary, for how long?
- How will the reduction or termination affect workforce needs in the state?
- What is the anticipated impact on other programs? Will students likely go elsewhere?
- What is the anticipated impact on minorities and women?
- Is a reduction in faculty, staff, facilities, etc. anticipated?
- Provide any other information that might be helpful to the Board of Regents in considering this request.
- The request for admission reduction or program termination shall be reviewed in-depth by the Board Office and the Council of Provosts.
- With the recommendation for approval by the Board Office and the Council of Provosts, the request for admission reduction or program termination shall be submitted to the Education and Student Affairs Committee for discussion and action.
- The institution shall not communicate to the public of the intended action to limit enrollment or terminate the program until it is been approved by the Board of Regents.