

CourseLeaf: Course Drop Proposal

This form may be used as a template to gather all of the required information needed to drop an existing course. All curriculum/course proposals must follow the Provost guidelines **and then be entered and approved via the CourseLeaf online approval process.**

Provost Guidelines: <http://www.marquette.edu/provost/additional-resources.shtml> (See: Academic Division Guidelines)

URL for CourseLeaf: <https://nextbulletin.marquette.edu/cim/>

Following is the information required in CourseLeaf to use as your guide during the initial research and development stages of the process.

CheckMarq Subject Code (e.g., ENGL)

Course Number (e.g., 1001)

Official Full Title

Rationale for this proposal: