

**MEMORANDUM**

DATE: June 10, 2024

TO: Angie Hill Price, PhD  
Speaker, Faculty Senate

FROM: Kristen Harrell, PhD  
Chair, Rules and Regulations Committee

SUBJECT: Proposed Revisions to the Texas A&M Student Rules

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Attached please find proposed revisions to the Texas A&M University Student Rules as approved by the Rules and Regulations Committee on Friday, June 7, 2024.

**PROPOSAL**

**Rule 5 – Change of Curriculum**

## **JUSTIFICATION**

In collaboration with the Academic Operations Committee (AOC) and AOC Deans along with feedback from initial submission to the Rules and Regulations Committee, revisions to Student Rule 5, Change of Curriculum allow for the curriculum change request application to remain open for student use as needed (similar to the TAP Fish Form) with deadlines and decisions governed by existing deadlines per the academic calendar. The intention is to remove access issues and barriers as students navigate the complex change of curriculum process.

## **PROPOSED BY:**

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## 5. Change of Curriculum

(Revised: 2021)

5.1 Undergraduate students seeking to change their major may initiate a curriculum change request in Howdy. The approval of the request is not guaranteed regardless of strength of application.

5.1.1 First semester students may initiate a curriculum change request to Transition Academic Programs (TAP)/General Studies (GEST) their first semester at Texas A&M University, but the change of major, if approved, is effective for the following semester.

5.1.2 College hours earned prior to graduation from high school, either through dual credit or credit by exam, will not count toward the maximum hour cap for curriculum change requirements.

5.2 Applications for curriculum change requests for undergraduate students shall be acted upon by the Dean or designee of the colleges concerned.

5.2.1 The Dean or designee shall determine if the curriculum change request is being accepted or rejected. If accepted, the Dean or designee shall indicate conditions for acceptance, including the date the change will become effective and terms of probation, if applicable.

5.2.2 The decision of the Dean or designee regarding acceptance or rejection of the curriculum change request and any related condition is final. Undergraduate students may only appeal the decision if alleging discrimination as outlined in Student Rule 45.

5.2.3 Review and decision of curriculum change requests generally align with the final report of students' semester grades becoming available; any approved changes to a major are effective for the following semester. Refer to the Academic Calendar for the semester's final grade reporting deadline. Students will be notified by email when the status of their curriculum change request changes.

5.3 For graduate and professional students, a curriculum change (i.e., a change in major, department, or degree) is accomplished via petition approved by the original department, the new department and the Graduate and Professional School. Any curriculum changes received after the 20<sup>th</sup> class day will be effective for the following semester. Deadlines for submitting petitions can be found on the Graduate School Dates and Deadlines page.

The approval of the request is not guaranteed regardless of strength of application. Graduate Students may only appeal the decision if alleging discrimination as outlined in Student Rule 45.