

POLICY & PROCEDURES MEMORANDUM

TITLE:	DISCONTINUED MAJOR
EFFECTIVE DATE:	April 18, 1995* (*Title Update 2/4/09)
CANCELLATION:	DCI 1440.3 (7/1/90)
OFFICE:	Academic Affairs (AA)

POLICY STATEMENT

The College acknowledges its responsibility to discontinue academic programs in response to low enrollment or low market demand or for other unforeseen reasons. Recognizing the significant financial and time investment a student may have already made in completing at least half of a discontinued major's required courses, the College provides an opportunity for such students to complete their program requirements.

Delgado students whose majors have been discontinued by the College must meet the criteria in this memorandum in order to complete their degree requirements.

PROCEDURES & SPECIFIC INFORMATION

1. **Purpose**

To describe the options available to students who want to complete degree requirements in discontinued majors.

2. **Scope and Applicability**

This policy and procedures memorandum applies to any student who, at the time a major is discontinued, (1) is currently enrolled in the College; (2) is currently pursuing that major; and (3) has completed 50 percent (50%) or more of the required courses in that major discipline (excluding general education, required related, and elective courses).

3. **Specific Guidelines for Completing a Discontinued Major**

A student may elect to remain at Delgado to complete degree requirements. Depending on what the major being discontinued is, classes in that major may be offered for several semesters, cross-enrollment may be used, and/or related courses may be substituted to allow the students to complete degree requirements.

Students will also be allowed to transfer into Delgado Community College the remaining required major courses from another regionally accredited institution to complete degree requirements. Students must complete the requirements within three years after the semester in which the program was discontinued.

4. **Notification of Discontinued Major**

Currently enrolled students in the major that is being discontinued will be notified and offered advising about their options.

5. **Cancellation**

This policy and procedures memorandum cancels DCI 1440.3, *Discontinued Major*, dated July 1, 1990.

SIGNATURE

Ione H. Elioff
President

Review Process:

Deans' Council	4/11/95
Executive Council	4/18/95

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