

POLICY & PROCEDURES MEMORANDUM

TITLE:	DISCONTINUED MAJOR
EFFECTIVE DATE:	April 18, 1995* <i>(*Louisiana Board of Regents Academic Affairs Policy #2.15 & SACS Substantive Change Requirements Update 5/17/12; Title Update 2/4/09)</i>
CANCELLATION:	DCI 1440.3 (7/1/90)
CATEGORY:	Academic (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).

**(Louisiana Board of Regents Academic Affairs
Policy #2.15 & SACS Substantive Change
Requirements Update 5/17/12; Title Updates 2/4/09)*

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 in a reasonable time period after the program has been discontinued, as approved by the Vice Chancellor for Academic Affairs.

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.

Policy Reference:

Louisiana Board of Regents Academic Affairs Policy #2.15, *“Definitions of Undergraduate Degrees and Undergraduate/Graduate Certificates”*
Principles of Accreditation, Southern Association of Colleges and Schools, Commission on Colleges

Review Process:

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

Distribution:

Distributed Electronically Via the College’s Intranet