



Bilkent University – Modify Course Attributes Form

Faculty / School		Department	
Course Code		Course Name	

Please mark only the attribute(s) to be changed, give the current state and the proposed new state, and provide a brief explanation.

	Attribute	Current state	New proposed state
<input type="checkbox"/>	Course name	English:	English:
		Turkish:	Turkish:
<input type="checkbox"/>	Bilkent Credits *		
<input type="checkbox"/>	ECTS Credits **		
<input type="checkbox"/>	Lecture hours		
<input type="checkbox"/>	Lab/Studio/Oth. hrs.		
<input type="checkbox"/>	Scheduled final exam status		
<input type="checkbox"/>	Prerequisites		
<input type="checkbox"/>	Course description	Please provide the new course description on a <u>separate sheet</u> and submit an <u>electronic copy</u> to the Provost Office.	
<input type="checkbox"/>	Other		

* Requires a Senate decision if this is a required course in any curriculum, affecting the total graduation credits.

** Please submit a student workload document if ECTS credits are to be modified.

Please provide the reasons for the proposed change:

Department Chair	Date	Dean / School Director	Date
Is this a graduate level course? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If Yes, Graduate School approval is required:</i>		Graduate School Director (when applicable)	Date
Office of the Provost Approval	Date	Notes	
Vice-Rector for Student Affairs Approval	Date	Notes	
Office of the Registrar	Date	Notes	