Bilkent University – Modify Course Attributes Form

Faculty / School		Department	
Course Code		**Course Name**	

Please mark <u>only</u> 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
☐	Course name	English: Turkish:	English: Turkish:
☐	Bilkent Credits *		
☐	ECTS Credits **		
☐	Online/Hybrid Lecture Hours:		
☐	Face to Face Lecture Hours:		
☐	Online Lab/Studio Hours:		
☐	Face to Face Lab/Studio Hours:		
☐	Recitation Hours:		
☐	Prerequisites		
☐	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.*	
☐	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? ☐ Yes ☐ No *If Yes, Graduate School approval is required:*	**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**