**Curriculum Checklist
Program Amendment**

**Departments, the Curriculum Office, and Curriculum Committee can use this checklist to ensure a smooth path for amending programs. Steps are listed in order.**

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| Department | [ ]  Discuss need and impact of program amendment with Division Dean[ ]  Submit edits in [Program Management System](https://courseleaf.clackamas.edu/programadmin/) |
| Curriculum Office | [ ]  Work with Department to assess impact of amendment (for example, do any courses need to be updated? Any related programs affected?)[ ]  Request and receive Division Dean approval |
| Curriculum Committee | [ ]  Review and approve |