

Montana Board of Regents  
ACADEMIC PROPOSAL REQUEST FORM

**\*\*Month/Year  
submitted to OCHE\*\***

ITEM **171-000-LI0416**

Submission Month or Meeting: **April 2016**

Institution: **Helena University**

CIP Code: **0.00**

Program/Center/Institute Title: **C.T.S in Kayaking**

**\*\*This is what will be shown in the degree inventory, should  
match catalogue. Degree designation is abbreviated with  
capitalization/periods.\*\***

Includes (please specify below): Online Offering \_\_\_\_\_ Options \_\_\_\_\_

Please mark the appropriate type of request and submit with an Item Template and any additional materials, including those listed in parentheses following the type of request. For more information pertaining to the types of requests listed below, how to complete an item request, or additional forms please visit <http://mus.edu/che/arsa/preparingacademicproposals.asp>.

**x** **A. Level I:**

**Campus Approvals**

\_\_\_\_\_ 1a. Placing a postsecondary educational program into moratorium (Program Termination and Moratorium Form)

\_\_\_\_\_ 1b. Withdrawing a postsecondary educational program from moratorium

**x** 2. Adding, re-titling, terminating or revising a campus certificate of 29 credits or less

\_\_\_\_\_ 3. Adding a B.A.S./A.A./A.S. area of study

\_\_\_\_\_ 4. Offering an existing postsecondary educational program via distance or online delivery

**OCHE Approvals**

\_\_\_\_\_ 5. Re-titling an existing postsecondary educational program

\_\_\_\_\_ 6. Terminating an existing postsecondary educational program (Program Termination and Moratorium Form)

\_\_\_\_\_ 7. Consolidating existing postsecondary educational programs (Curriculum Proposal Form)

\_\_\_\_\_ 8. Adding a new minor where there is a major or an option in a major (Curriculum Proposal Form)

\_\_\_\_\_ 9. Revising a postsecondary educational program (Curriculum Proposal Form)

\_\_\_\_\_ 10. Adding a temporary C.A.S. or A.A.S. degree program *Approval limited to 2 years*

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**B. Level II:**

1. Establishing a new postsecondary educational program (Curriculum Proposal and Completed Intent to Plan Form)
2. Exceeding the 120 credit maximum for baccalaureate degrees *Exception to policy 301.11*
3. Forming, eliminating or consolidating an academic, administrative, or research unit (Curriculum or Center/Institute Proposal and Completed Intent to Plan Form, except when eliminating or consolidating)
4. Re-titling an academic, administrative, or research unit

**Specify Request:**

Helena University intends to establish a 29 credit C.T.S. in Kayaking.

**\*\*This section should be completed with specific details. It can be similar to the explanation on the item template.\*\***