

BA English Pre-law Track-PrgMrtm-2019-12-19

- The workflow icon is no longer available. Please click on the Page Status after the orange circle icon near the page title. *

Form Information

 **Form Information**

The page you originally access is the [global template version](#). To create an I-Wiki document that progresses correctly through the workflow, please complete the following steps:

First Step: Make sure you have navigated to your department's home space in the I-Wiki when selecting the new program template button from the options in gray. **Do not use the red Create button at the top of the page.**

Second Step: Removing all brackets, change the page name to match the following naming format: **Certificate in Brick Sidewalk Design-PrgMor-2019-11-17**

Third Step: Immediately click **"SAVE"** on the bottom right of the page. Do not type anything else until the page has been saved under its new name.

Fourth Step: Make sure the word **DRAFT** is in yellow at the top of the proposal.

Fifth Step: Click on **"EDIT CONTENTS"** (not *EDIT*) and start completing the template. When exiting or when done, click **"SAVE"** (not *Save Draft*) on bottom right

When ready to submit click on the [Page Status](#) link next to the orange circle icon and hit approve. The proposal will then move to the chair as the next step in the workflow.

**Indicates a required field*

Proposer*	Daniel J. Weinstein	Proposer Email*	daniel.weinstein@iup.edu
Contact Person*	Daniel J. Weinstein	Contact Email*	daniel.weinstein@iup.edu
Proposing Department /Unit*	English	Contact Phone*	724-357-2261

According to PASSHE Policy *1985-01-A*, placing a program in moratorium simply means that new students will no longer be admitted to the program for a period of time. Students currently enrolled or admitted into the program will be allowed to continue and complete it. During the period moratorium, the university will assess the program's potential and either reinstate it in its current format, reorganize and redesign it, or discontinue and close it. Moratorium periods can last from one semester to a maximum of five years (seven for PhD programs). **Once in moratorium, information about the program should either be removed from departmental web-pages or clearly marked to indicate to potential new students that the program is currently closed to admissions.**

Program Information	
Program Title*	BA English Pre-law Track
Program Level:*	undergraduate-level
Is this moratorium part of an INSPIRE program response?	YES

Anticipated Moratorium Length (Select One)
Two or More Years

Anticipated Moratorium Outcome (Select All That Apply)
Total Program Closure

Teach-Out Information	
Teach Out Plan (if needed)	Courses needed by students currently enrolled in the BA English Pre-law track will continue to be offered by English and other relevant departments.

Documentation of College and Provost Approval (if obtained through INSPIRE review)	Attach a PDF copy of the administrative moratorium form if it was used to obtain college and provost approval.				
	<table border="1"> <thead> <tr> <th>File</th> <th>Modified</th> </tr> </thead> <tbody> <tr> <td>PDF File Moratorium Form for B.A. in English Pre-Law Track.pdf</td> <td>Feb 04, 2020 by Karen R. Cercone</td> </tr> </tbody> </table>	File	Modified	PDF File Moratorium Form for B.A. in English Pre-Law Track.pdf	Feb 04, 2020 by Karen R. Cercone
	File	Modified			
PDF File Moratorium Form for B.A. in English Pre-Law Track.pdf	Feb 04, 2020 by Karen R. Cercone				
<ul style="list-style-type: none"> • Drag and drop to upload or browse for files  					

Please scroll to the top and click the Page Status if you are ready to take action on the workflow.
Please submit an ihelp if you have any questions <http://ihelp.iup.edu>