To propose to deactivate and/or discontinue a registered academic program, a campus Chief Executive or Chief Academic Officer must submit **a signed a cover letter and this completed form** to the SUNY Provost at *program.review@suny.edu*. This form may be modified as needed for multiple programs.

Section 1. General Information		
a) Institutional Information	Institution's 6-digit SED Code:	
	Institution's Name:	SUNY Binghamton
	Address:	*Vestal Parkway East, Binghamton, NY 13902*
b) Campus Contact	Name and title: Andover Tarhule, Vice Provost and Dean of the Graduate School Telephone: 607-777-2070 E-mail: atarhule@binghamton.edu	
c) Chief Executive or Chief Administrative Officer Approval	**Signature affirms that the proposal has met all applicable campus administrative and shared governance procedures for consultation.** Name and title: Signature and date:	
	For **programs that are registered jointly** with another institution, all participating institutions must confirm their support of the deactivation and/or discontinuance.	
	Partner institution's name and 6-digit SED Code: Name, title, and signature of partner institution's CEO (or **append** a signed letter indicating approval of this proposal):	

General Notes

1. Each deactivation and discontinuance must be approved by the SUNY Provost.
2. If a proposed discontinued program is the sole program in a HEGIS disciplinary area at a campus, discontinuance requires approval of the SUNY Board of Trustees, but the campus retains its master plan authority in that HEGIS disciplinary area, and the re-introduction of programs in that HEGIS disciplinary area would not require a Master Plan Amendment.

Definitions

Deactivation: A campus decides not to admit any new students to a program but wishes to maintain the program's registration. This may be done to reassess the need for the program or restructure the program or allow currently enrolled students to graduate

Please complete Parts I, II and III.

Part I. REQUEST