

Illinois Community College Board
Reasonable and Moderate Extension Request for an AFA Degree

Submit one hard copy

COLLEGE NAME:		5-DIGIT COLLEGE NUMBER:	
CONTACT PERSON:		PHONE:	
EMAIL:		FAX:	
PROPOSED REASONABLE AND MODERATE EXTENSION TITLE:			
CREDIT HOURS:			
EXISTING /PARENT PROGRAM TITLE:			
PREFIX:		NUMBER:	

PLEASE ATTACH THE FOLLOWING ITEMS:

- 1. Admissions:** Provide verification that admissions requirements meet state standards for admissions to all transfer programs (PA 860954). List information as it will appear in the college catalog.
- 2. Curriculum:** Provide the proposed catalog description of the program. List the proposed degree requirements, including general education and courses in the major. Include rationale for requested Extension/option under the existing program.
- 3. Facilities/Equipment:** Describe the number and adequacy of studios and major equipment/instruments (Including computer hardware and software) available to support the proposed program. Indicate what additional resources will be required to offer the degree.
- 4. Faculty:** Provide the number of full- and part-time faculty members who will teach courses in the major, describing their qualifications (including highest degree earned), teaching experience, and how faculty are evaluated.
- 5. Courses:** Provide three copies of evidence of articulation for all major courses per ICCB rules. Provide course syllabi/documentation for all NEW courses.
- 6. Information for the ICCB Master Files:** Completed Form 22 (in duplicate) for the proposed new curriculum. Course addition and/or modification requests should be submitted via CurricUNET once the proposed extension receives approval.

VERIFICATION		
Date of Board of Trustees Approval for Programs listed above:		
SIGNED		
	<i>Required-</i> Chief Administrative Officer Signature	<i>Date</i>

ICCB USE ONLY:		
REVIEWED BY:		Date:
APPROVED BY:		Date:

Please note: ICCB Use only Box must remain on front page of Application Form.

Reasonable and Moderate Extension Request (Form 21FA) Instructions

A Reasonable and Moderate Extension of the Associate in Fine Arts (AFA) degree to create another option may be applied for if the initial (parent) program includes less than four options. Those options include:

- AFA Music Performance option CIP: 50.0901
- AFA Music Education option CIP: 13.1312
- AFA Art/Studio Art option CIP: 50.0701
- AFA Art Education option CIP: 13.1302
- AFA Theater option CIP: 50.0505

Application Timeline. Applications may be submitted at any time during the year. Requests are reviewed on an ongoing basis. Clarification and/or additional information may be requested by ICCB staff if the application is unclear or incomplete. All requests must be reviewed, recommended and approved by ICCB Staff on behalf of the Board.

Application. Complete the Form 21FA as indicated. The existing/parent program is the Associate in Fine Arts degrees that was originally submitted when the college initially obtained approval of this degree. (List only one option.) Include the Form 22 "Curriculum Addition/Withdrawal/Change to the Curriculum Master File". **NOTE:** Do not insert responses into the application. The signature boxes must remain on the cover page of the application.

Questions regarding the completion of the application can be directed to ICCB Academic Affairs staff. Contact Tricia Broughton at tricia.broughton@illinois.gov with questions.

The curriculum approval application should be completed in its entirety, with one hard copy mailed to ICCB staff and one electronic copy (MS Word format only NOT PDF) to ICCB staff.

Please send both copies to:

Tricia Broughton, Associate Director for Academic Affairs
Illinois Community College Board
401 East Capitol Avenue
Springfield, IL 62701
tricia.broughton@illinois.gov

Approval Notification. Once approval has been granted, ICCB Academic Affairs staff will notify the appropriate college staff by email. Approval documentation will include a copy of the dated Form 21FA cover page, and a copy of the processed Form 22. Questions regarding the status of this documentation should be directed to Tricia Broughton at tricia.broughton@illinois.gov.