1. New courses that are required for a new degree, major, track, certificate, minor or curriculum change must be approved by the UCC at least a month before the new program or curriculum change is considered by the UCC.

2. New courses may be offered in the semester following UCC approval (in same catalog year) after approval by SCNS.

3. Minor changes to existing courses may be made effective the semester following UCC approval (in the same catalog year) if the changes do not disadvantage students already enrolled. Most changes to existing courses will be effective the following catalog year.

4. New certificate programs will usually only be approved for the next catalog year.

5. Changes to the requirements for a major must include the current and the proposed 8 semester plan.

6. Every syllabus should include policies related to absences and make-up work. This may be satisfied by the following statement. “Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.”