

## Academic Programs Proposal System (APPS) Submitting a Course or Program Termination

### Course Terminations

1. Login to the course proposal site: <https://usbulletins-next.sc.edu/courseadmin/>
2. Use the search function to find and select the course.


#### Course Inventory Management

Help 

Search, edit, add, and inactivate courses.



Use an asterisk (\*) in the search box as a wild card. For example, MATH\* will find everything that starts with "MATH", \*MATH everything that ends with "MATH", and \*MATH\* everything that contains "MATH". The system searches the Course Code, Title, Workflow step and CIM Status.

Quick Searches provides a list of predefined search categories to use.

\*   Archive  History - OR -   

Course Code	Title	Workflow	Status
ACCT 222	Survey of Accounting		
ACCT 225	Introduction to Financial Accounting		
ACCT 226	Introduction to Managerial Accounting		
ACCT 324	Survey of Commercial Law		
ACCT 335	Survey of Federal Taxation		
ACCT 401	Financial Accounting I		
ACCT 402	Survey of Managerial Accounting		

3. Click on "Inactivate"

     [Preview Workflow](#)

Viewing: **ACCT 222 : Survey of Accounting**

4. Provide the justification and enter the proposed effective date. If another academic unit uses the course in a program of study, then the justification should note that information and confirm that the unit has been notified of the termination.



Inactivating: **ACCT 222**

Justification

Proposed Effective Term

Cancel

Admin Save

Start Workflow

5. Click on "Start Workflow."

## Program Terminations

1. Login to the program proposal site: <https://uscbulletins-next.sc.edu/programadmin/>.
2. Use the search function to find and select the program.

### Program Management Help


Search, edit, add, and inactivate programs.

Use an asterisk (\*) in the search box as a wild card. For example, MATH\* will find everything that starts with "MATH", \*MATH everything that ends with "MATH", and \*MATH\* everything that contains "MATH". The system searches the Program Code, Title, Workflow step and CIM Status.

Quick Searches provides a list of predefined search categories to use.

<input type="text"/>	<input type="button" value="Search"/>	<input type="checkbox"/> History	- OR -	<input type="button" value="Propose New Program"/>	<input type="text" value="Quick Searches..."/>
Number of Program	Program Name	Workflow	Status		
1	Accounting, B.S.		edited		
2	Art History, B.A.		edited		

3. Click on "Inactivate"

  
   
  
[Viewing: 5 : Criminology and Criminal Justice, B.A.](#) [Preview Workflow](#)

4. Provide the rationale for the termination and enter the final catalog year in which the program should appear. If another academic unit may be affected by the program termination, then the justification should note that information and confirm that the unit has been notified of the termination.



### Inactivating: 5: Criminology and Criminal Justice, B.A.

Final Catalog

Rationale for Inactivation

5. Click on "Start Workflow."