

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.



Inactivating: **ACCT 222**

Justification

Proposed Effective
Term

Cancel

Admin Save

Start Workflow

- Click on "Start Workflow."

Program Terminations

- Login to the program proposal site: <https://usbulletins-next.sc.edu/programadmin/>.
- 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.

History - OR -

Number of Program	Program Name	Workflow	Status
1	Accounting, B.S.		edited
2	Art History, B.A.		edited


- Click on "Inactivate"

[Inactivate](#)
[Export to PDF](#) 
[Export to Word](#) 

[Edit Program](#)
[Preview Workflow](#)

Viewing: **5 : Criminology and Criminal Justice, B.A.**

4. Provide the rationale for the termination and enter the final catalog year in which the program should appear.

 **South Carolina**

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

Final Catalog

Rationale for Inactivation

[Cancel](#) [Admin Save](#) [Save and Start Workflow](#)

5. Click on “Start Workflow.”

