



LOS ANGELES COMMUNITY COLLEGE DISTRICT
Instructional and Student Support Services Division

COURSE ARCHIVE REQUEST

I. BASIC COURSE INFORMATION

College: Trade Tech

Subject (discipline name):

Course Number:

Course Title:

II. ARCHIVE REQUESTED

Archive Course

An archived course will be removed from the active course database, but maintained in the course archive database.

Reinstate Archived Courses

A course can be reinstated to the active course database upon college approval, through the curriculum approval process. Board of Trustees or State Chancellor's Office approval is not required for reinstated courses. Reinstatement of an archived course requires a updated Course Outline.

III. EFFECTIVE SEMESTER:

IV. APPROVALS

Department/Cluster Chairperson	Date
Dean (if applicable)	Date
Curriculum Committee Chairperson	Date
Academic Senate President	Date
Vice President, Academic Affairs	Date