Ram Plan Experience Inactivation Policy

Accommodations for individuals with disabilities in accessing these policies are available upon request by emailing accessiblepolicy@wcupa.edu

Purpose and Scope
West Chester University recognizes the value of student learning outside the classroom and has created the Ram Plan: Co-curricular Transcript to document students' experiences, knowledge, and skills. The goal of the co-curricular transcript is to provide an official university document to support all students in their experiential learning, employment, graduate school, and scholarship endeavors. The purpose of this policy is to outline the process for inactivating programs within the Ram Plan: Co-curricular Transcript.

Policy Statement
Departments may wish to remove an experience from the Ram Plan: Co-curricular Transcript for a variety of reasons. These reasons may include, but are not limited to, the following:

- Experience no longer meets students’ needs
- Low attendance
- Personnel changes
- Desire to redesign the program

To do so, departments should submit a Ram Plan Experience Inactivation Request Form, located on the Ram Plan website. The submission will be reviewed by a member of the Ram Plan Leadership Team and a decision will be shared with the department. If a program is approved to be inactivated, the experience will remain on the students' co-curricular transcripts, until such time that the student requests to remove it.
Definitions
Co-curricular: Educational programs outside of the classroom that are intentionally designed to build students’ skills and competencies that complete the educational mission of the university in fostering student success.

References
Ram Plan website:
https://www.wcupa.edu/ramplan

Ram Plan Experience Inactivation Request Form:
https://cglink.me/2f3/s71911

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