

Undergraduate Impaction Change Request Guide

Impaction occurs when the number of qualified applicants exceeds the capacity of a program or campus. In these cases, additional admission criteria—such as higher GPA thresholds or specific prerequisite courses—are used to select students. Within the California State University system, any changes to impaction criteria must be reviewed and approved at the system level before they can be implemented.

Timeline Overview

August–November (Year 1)

Department submits an *Undergraduate Impaction Change Request* form through Modern Campus.

November–December (Year 1)

Impaction Change Request proposal must have Dean and Vice-Provost approval prior to mid-December.

December–January (Year 2)

Requests are reviewed and forwarded to the California State University Chancellor's Office for approval.

If Approved → Implementation Planning Begins

May (Year 2)

Curriculum Services submits a *Program Modification Form* on behalf of the department editing the impaction criteria/major preparation based on CO approval for the next curriculum cycle.

Fall (Year 3)

Approved changes go into effect in the academic catalog.

Example Timeline

If the Impaction Change Request form is submitted in **November 2026**:

- Reviewed and sent for approval: **December 2026**
 - Decision received: **February 2027**
 - Program modification submitted: **April 2027**
 - Change appears in catalog: **2028–2029 academic year**
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Important Considerations

- **Delayed Implementation:**
Impaction changes are not immediate. There is typically a 1+ year gap between approval and when changes appear in the catalog.
- **Separate Curriculum Action Required:**
Approval of an impaction request does not automatically update your program. A Program Modification Form is required to implement the change.