

- Traditional
- CAPS
- Graduate



- Special Topics Approval
- Catalog Approval

## New Course Proposal

**Date of Request** \_\_\_\_\_ **Requested by** \_\_\_\_\_

**Instructor (if known)** \_\_\_\_\_ **Date/Semester to be offered** \_\_\_\_\_

**Suggested Title of Course** \_\_\_\_\_

**Course Department(s)** \_\_\_\_\_ **Academic Level** \_\_\_\_\_

**Credit Value** \_\_\_\_\_ **Course Prerequisite(s)** \_\_\_\_\_

**For what programs (major/minor), would this course be a requirement?** \_\_\_\_\_

**Library resources needed for this course if not already available in the Hurst Library** \_\_\_\_\_

**Special costs or resources associated with this course (include costs and budget account numbers to be charged)** \_\_\_\_\_

**Please attach the following:**

- Course Description (suitable for catalog)
- Course Objectives (specific learning outcomes)
- Course Content (outline of content is sufficient)
- Course Rationale (why current courses aren't or can't include this information)

1. **Dept Chair** \_\_\_\_\_ Date \_\_\_\_\_      3. **Registrar** \_\_\_\_\_ Date \_\_\_\_\_

2. **Dean** \_\_\_\_\_ Date \_\_\_\_\_      4. **Provost** \_\_\_\_\_ Date \_\_\_\_\_

*Note: The Course's Department Chair and Dean must approve this proposal prior to review by the Registrar. Courses may be offered as Special Topics with the Provost's approval. The Provost and Academic Affairs Committee / Graduate Program Committee (and Faculty if graduation requirements are affected) must approve courses prior to inclusion in the Academic Catalog.*