

Prefix & Number: \_\_\_\_\_ Initial Term: \_\_\_\_\_

Select One:

New \_\_\_\_\_ Delete \_\_\_\_\_ Course Modification \_\_\_\_\_

Type of modification:

\_\_\_\_\_ Title \_\_\_\_\_ Description \_\_\_\_\_ Credit hours  
\_\_\_\_\_ Prerequisites \_\_\_\_\_ Grade Type  
\_\_\_\_\_ Number: Old \_\_\_\_\_  
New \_\_\_\_\_

Title: \_\_\_\_\_

College/School: \_\_\_\_\_ Dept: \_\_\_\_\_

<b>Abbreviated Title:</b> _____ (32 spaces total)	
<b>CREDIT OFFERED</b>	<b>CONTROLS</b>
<b>Levels:</b> (select all that apply) ____ None (Blank) ____ Undergraduate (U) ____ Graduate (G) ____ Professional (P)  <b>Maximum:</b> _____ <b>Minimum:</b> _____  <b>Connector:</b> (select one) ____ Fixed (F) ____ Variable (V) ____ Alternate (A) ____ To be Arranged (T)  <b>Maximum Repeat:</b> _____ (Total number of credit hours; not total number of times)  <b>Session Duplicate:</b> yes _____ no _____	<b>Grading Rule:</b> ____ Undergraduate (U) ____ Graduate (G)  <b>Grading Type:</b> (select one) ____ Normal grading (Blank) ____ Pass/Fail only (SU) ____ Thesis/Dissertation (TD)  <b>Term Offered:</b> (select one) ____ Not Specified (Blank) ____ Fall Only (F) ____ Spring Only (S) ____ Summer Only (M) ____ Fall, Spring (FS) ____ Intersession (I)

**Prerequisites** \_\_\_\_\_  
\_\_\_\_\_

**Corequisites** \_\_\_\_\_  
\_\_\_\_\_

**Description for *Bulletin*** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Credit will not be given for both \_\_\_\_\_ and \_\_\_\_\_

<b>Activities</b>	<b>Contact Group</b>	<b>Hours Indiv</b>	<b>Credit</b>	<b>Max Enroll</b>
1 <sup>st</sup> : _____	_____	_____	_____	_____
2 <sup>nd</sup> : _____	_____	_____	_____	_____
3 <sup>rd</sup> : _____	_____	_____	_____	_____

**Justification (Indicate reason for change)** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Additional resources or resource shifting required. If none, please explain.**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach a copy of new syllabus to add course or to modify course except for changes in prerequisites that involve letter grade or GPA.  
Also, attach a copy of current syllabus for all changes except changes in prerequisites that involve letter grade or GPA.  
No attachment required to delete course.

Contact Person \_\_\_\_\_  
Email \_\_\_\_\_ Phone # \_\_\_\_\_

## Approvals

### Undergraduate Requests

\_\_\_\_\_  
Department Head \_\_\_\_\_  
Date

\_\_\_\_\_  
College/School Curriculum Committee Chair \_\_\_\_\_  
Date

\_\_\_\_\_  
College or School Dean \_\_\_\_\_  
Date

\_\_\_\_\_  
University Curriculum Committee Chair \_\_\_\_\_  
Date

### Graduate Requests

\_\_\_\_\_  
Department Head \_\_\_\_\_  
Date

\_\_\_\_\_  
College/School Curriculum Committee Chair \_\_\_\_\_  
Date

\_\_\_\_\_  
College or School Dean \_\_\_\_\_  
Date

\_\_\_\_\_  
Graduate Council Chair \_\_\_\_\_  
Date

\_\_\_\_\_  
University Curriculum Committee Chair \_\_\_\_\_  
Date