

Curriculum Committee Course Request

Date:

Department:

Course Number and/or Title:

Course Director:

Effective Date for Course Request:

I.	Describe rationale for course request <i>(new course, change, merging, or new course director)</i>

II.	Describe course level and semester hours/credit hours

III.	Describe if prerequisites are required

IV.	Describe if course change conflicts with existing schedule

V.	List new course support resources (Include room scheduling and new technology requirements)

VI.	Describe how the course integrates in the curriculum

VII. Other considerations

Cc: Ms. Lori Kayser

Department DEO (Print name)	Date
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Department DEO (Signature)	Date
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Required Attachments: 1. List of Content Topics

Note: The course request is initiated by the department DEO, reviewed by the Curriculum Committee and finalized by the Associate Dean for Education.

For Office for Education Use Only:

Associate Dean for Education (Signature)	Date
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