Version 8.3
Rev. 9/2012

Course Inventory File - Curriculum Request

Reset Form

this form contains interactive fields - you may fill them out and use the print form button to generate a copy for submission

Please Note: ***ALL FIELDS MUST BE COMPLETED FOR APPROVAL UNLESS THE REQUEST IS FOR A COURSE DELETION***

INSTRUCTIONS ON HOW TO COMPLETE THIS COURSE INVENTORY FILE ARE LOCATED ON PAGE 3 & 4 OF THIS FORM

Department: Prefix and Course ID: Replacement # *(if applicable)*

Select Action: Select One

If submitting a change - select all changes that apply:

☐ Title ☐ Prefix ☐ Course Number

☐ Description ☐ Credit Hours ☐ Prerequisite

☐ Cross-Listing ☐ GER Code ☐ Grading System

Effective Term:

CEHD ONLY
Does this course involve student teaching (CIP 13)?
◯ Yes ◯ No

Gen. Ed. Requirement: *(if applicable)*

(limited to two codes; list current or new codes as appropriate)

☐ No Change ☐ Change ☐ New Code(s) ☐ Delete coding only *(not the course)*

☐ Culminating Undergraduate Experience (CUE) ☐ Culminating Graduate Experience (CGE)

Current Cross-Listing(s): New Cross-Listing(s):

Graduate School Credit: ◯ Yes ◯ No Credit Hours: Min Max

Official Abbreviation for Title (limit 24 spaces):

Full Title:

Description: (include special restrictions/ conditions - no word limit)

Prerequisites:

Type of activity - indicate number of contact hours (total per semester):

Enrollment Max: Lecture Lab Independent Study Field Work

Course Fee *(must be approved by the Board of Trustees)*: Indicate Grading System: ☐ Pass / Fail ☐ Letter

****See page two of this form for the following codes and attributes: ****

Class Component Code (REQUIRED):

Community-Based Learning (CBL) Course Attribute Value (if applicable): (FE, IN, CS, SL, RS) Up to three attribute values may be used.

Sustainability (SUST) Course Attribute Value (if applicable): (FOC, REL, RES)

Reason for Action Requested and Description of Change *(attach memo if necessary)*

Date : Dean/Department Chair:

Date : Curriculum Chair:

Date Approved: Associate University Provost: