

UNDERGRADUATE COURSE (1-4999)

Submit to: Divisional Dean's Office who will then forward to the Undergraduate Curriculum Committee, 128 Jesse Hall.

PROFESSIONAL-LEVEL COURSE (5000-6999)

Submit to: Divisional Dean's Office who will then forward to the Graduate Faculty Senate, 210 Jesse Hall.

GRADUATE COURSE (7000-9999)

Submit to: Divisional Dean's Office who will then forward to the Graduate Faculty Senate, 210 Jesse Hall.

CROSS-LEVEL COURSE (Undergraduate (4000-4999) Graduate (7000-7999))

Submit two (2) original forms to: Divisional Dean's Office who will then forward one form to the Undergraduate Curriculum Committee, 128 Jesse Hall, and the other form to the Graduate Faculty Senate, 210 Jesse Hall.

CROSS-LISTED COURSE – Cross listed with another subject area

Submit two (2) original forms to: Divisional Dean's Office who will then forward one form to the Undergraduate Curriculum Committee, 128 Jesse Hall, and the other form to the Graduate Faculty Senate, 210 Jesse Hall.

Department: _____

Curriculum Designator: _____

Course: _____

Number	Full Course Title (56 characters—to appear in the catalog)	Credit Hours
Abbreviated Course Title (24 Characters—to appear on the transcript)		

Abbreviated Course Title (24 Characters—to appear on the transcript)

Current Course Description (Limit: 40 words including description, prerequisites, requisites (restrictions), and grading system)

The following changes are to be made:

Term to be Effective: Fall Winter/Spring Summer

- CHANGE COMPONENT(S) _____ Year
- LECTURE/STANDARD DISCUSSION (MAY NOT BE A STAND ALONE COMPONENT) LABORATORY
 FIELD STUDY INDIVIDUAL STUDY STUDIO INTERNSHIP/EXTERNSHIP LESSON
- CURRENTLY A GENERAL EDUCATION COURSE REACTIVATE FROM DEPOSITORY DISCONTINUE COURSE
- CHANGE COURSE NUMBER TO: _____ SUBMIT FOR GENERAL EDUCATION CONSIDERATION
- Social Behavioral Humanities Math Sci Physical Sci Bio Sci

CHANGE COURSE TITLE TO: _____

(Limit title to 24 characters as this title will appear on transcripts. If course title changes substantially discontinue course and create a new course)

CHANGE CREDIT HOURS TO: _____

CHANGE GRADING OPTION TO: A/F with S/U student option A/F ONLY S/U ONLY

CHANGE PREREQUISITES TO: _____

CHANGE COURSE DESCRIPTION TO: (Limit: 40 words including title, credit hours, description, prerequisites, term(s) offered, and grading system)

CROSSLISTED WITH: _____ PARENT DEPARTMENT: _____

Department _____ Course # _____

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Approving Signatures

Title	Credit Hours
Parent Department Chair: _____	_____
Parent Department Divisional Dean: _____	_____
Crosslisted Department Chair: _____	_____
Crosslisted Department Divisional Dean: _____	_____
Undergraduate Curriculum Committee: _____	_____
Graduate Faculty Senate: _____	_____
Graduate Dean: _____	_____

Parent Department Chair: _____

Parent Department Divisional Dean: _____

Crosslisted Department Chair: _____

Crosslisted Department Divisional Dean: _____

Undergraduate Curriculum Committee: _____

Graduate Faculty Senate: _____

Graduate Dean: _____