Effective Term: __________

Note: Deadline for submitting this form for changes to be included in the next catalog is February 1st.

Current Information: ___________________________________________________________________

Course Prefix and Number: ___________________________________________________________________

Course Title: __________________________________________________________________________

Current Course Delivery Method(s): (Check all that apply)

   _Face to Face _Web Enhanced Course _Web Based Course _Interactive Video _Shortened Format

   Grade Type: _Letter _S/U   SCH Value: Lecture _____   Lab_____

Nature of Change: (Check all that apply)

   ___Course Title Change (for 497/597 classes, this will be the name of the new course being offered):

   ___________________________________________________________________________

   ___Course Description:

   ___________________________________________________________________________

   ___Student Learner Outcomes:

   ___________________________________________________________________________

   ___Course Content:

   ___________________________________________________________________________
___Course Requirements & Evaluations:

___Add Course Delivery Method:

___Face to Face ___Web Enhanced ___Web Based ___Interactive Video ___Shortened Format

___Grade Type: ___Letter ___S/U

___SCH Value: Lecture _____ Lab_____

___ Cross Listed with another course:

   **Attach Syllabus and Provide:**

   Course Prefix: ____________________ Course Number: ____________________
   Course Title__________________________________________________________

Justification:

______________________________

Submitted by: ______________________ Date:___________________________

Approval Signatures Required

College Dean: ______________________ Date:___________________________

Vice President for Academic Affairs ____________________ Date:___________________________

Registrar: __________________________ Date:___________________________

Original: Registrar
Copies: VPAA
          College Dean
          Executive Director for Planning & Institutional Effectiveness
          Director of Financial Aid & Veteran Services

2 October 24, 2012