

Course Roster Addition Form

School of Human Sciences and Humanities

Complete all items and attach additional sheets as necessary:

Rubric:	
Course # Preference:	
Title:	

Course Description (25 words or less preferred):

Course Rotation: Course typically offered in (check all that apply)

Spring Summer Fall

Yearly Every Other Year Infrequently Other

Type of Class (check one):

Lecture Lab Lecture/Lab Practicum Individualized

May be repeated for Credit (check one): Yes No

Instructor permission required (check one): Yes No

Prerequisites:

Other Enrollment Limits (e.g., only certain majors):

Reason for any prerequisites or other limitations:

Reason for Proposed Addition / How this class will affect your program:

Who will teach this class (if primarily part-time faculty, please include CV):

Describe any effects this addition will have on other programs. (Please work with your Department Chair to communicate changes to other programs.)

Please attach copy of draft of syllabus for course.

Approved, Program Director:	Date:
Approved, Department Chair:	Date:
Approved, Associate Dean:	Date:
Approved, Curriculum Committee or CEP chair (as appropriate):	Date:
Approved, Dean:	Date:
Changes made in Course Roster:	Date:
Changes made in Catalog:	Date: