

## Petition for New Course Approval or Amendment to Course

1. Petition is for  new course approval  amendment of existing course
  - a. If an amendment, the proposal is to amend the course as follows (change in course credits; change in course name that connotes new topic/emphasis; or change between paper course and exam course):  
\_\_\_\_\_
2. Full-time faculty member(s) who will serve as faculty sponsor(s)  
\_\_\_\_\_
3. Name of course \_\_\_\_\_
4. Please attach a one paragraph description of the course [or amended course] to be included in the Course Catalogue/Announcements, including credit hours and prerequisites, if any.
5. Please attach a course syllabus for the proposed course [or proposed amended course]
6. Has this course been offered on an experimental basis?  yes  no
7. Please attach a description of the topical coverage of the course. The description should be sufficiently detailed to permit the Curriculum Committee (CC) and the faculty to evaluate the contribution of the course [or its amendment] to the curriculum and the potential overlap with other courses. Please include the learning objectives of the course, the means by which the course will achieve those objectives, a discussion of how the students in the course will be evaluated (e.g., exam, paper, writing assignments, quizzes, etc.), and any other information that might aid the CC and faculty in evaluating the proposal.
8. Please indicate whether you are requesting (a) that the course be designated as satisfying the Writing Requirement (Qualifying Course Paper, Portfolio Paper, or Advanced Writing Course), Professional Skills Requirement, or Transition-to-Practice Requirement or (b) that the course be added to one or more of the Concentrations.

\_\_\_\_\_  
Signature of Faculty Sponsor

\_\_\_\_\_  
Date