Proposal Date: September 7, 2017

**Gordon Ford College of Business**

**Finance Department**

**Proposal to Make Multiple Revisions to a Course**

**(Action Item)**

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**1. Identification of course:**

* 1. FIN 300
  2. Course title: Career Readiness in Finance

**2. Revise course title: NA**

**3. Revise course number: NA**

**4. Revise course prerequisites/corequisites/special requirements:**

4.1 Current prerequisites/special requirements: Prerequisite: Completion of or current enrollment in FIN 330/ Restrictions: junior standing and reference code 664P

4.2 Proposed special requirements: reference code 664 or 664P

4.3 Rationale for revision of course prerequisites/special requirements: Current enrollment in or completion of FIN 330 is sufficient. Students do not need to be juniors to take this course.

4.4 Effect on completion of major/minor sequence: No effect

**5. Revise course catalog listing:**

* 1. Current course catalog listing: Introduction to preparation for a career in Finance including exposure to careers in finance; certifications in the profession; development of professional writing skills, professional resumés and cover letters; oral communications; interviewing skills; goal setting; ethical standards; and professional networking. This course is limited to juniors and seniors in the Finance program. Assignments may include travel.
  2. Proposed course catalog listing: Introduction to preparation for a career in Finance including exposure to careers in finance; certifications in the profession; development of professional writing skills, professional resumés and cover letters; oral communications; interviewing skills; goal setting; ethical standards; and professional networking. This course is limited to students majoring in Finance. Assignments may include travel.
  3. Rationale for revision of course catalog listing: Current enrollment in or completion of FIN 330 is sufficient. Students do not need to be juniors to take this course.

**6. Revise course credit hours: NA**

**7.** **Revise grade type: NA**

**8. Proposed term for implementation: Spring 2018**

**9. Dates of prior committee approvals:**

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| Finance Department | **September 7, 2017** |
| Gordon Ford College Curriculum Committee |  |
| Undergraduate Curriculum Committee |  |
| University Senate |  |