**Create a New Course**

**(Action)**

Date:

College, Department:

Contact Person: Name, email, phone

**1.** **Proposed course:**

* 1. Course prefix (subject area) and number:
	2. Course title:
	3. Abbreviated course title:
	(maximum of 30 characters or spaces)
	4. Credit hours:
	5. Variable credit (yes or no):
	6. Repeatable (yes or no) for total of \_\_\_ hours:
	7. Grade type:
	8. Prerequisites:
	9. Corequisites:
	10. Course description:
	11. Course equivalency:

**2. Rationale:**

* 1. Reason for developing the proposed course:
	2. Relationship of the proposed course to other courses at WKU:

**3. Discussion of proposed course:**

* 1. Schedule type:
	2. Learning Outcomes:
	3. Content outline:
	4. Student expectations and requirements:
	5. Tentative texts and course materials:

**4. Budget implications:**

* 1. Proposed method of staffing:

4.2 Special equipment, materials, or library resources needed:

**5. Term for implementation:**

**6. Dates of committee approvals:**

|  |  |
| --- | --- |
| Department |  |
| College Curriculum Committee  |  |
| Professional Education Council (if applicable) |  |
| Graduate Council Curriculum Committee  |  |
| Graduate Council  |  |
| University Senate |  |

*\*\*New course proposals require a Course Inventory Form be submitted by the College Dean’s office to the Office of the Registrar.*