**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.*