

Temple University
Proposal to Create, Revise or Eliminate a Course

Date: _____ Type of Course: [] Undergrad [] Graduate [] Professional
Action to be Taken: [] Create [] Revise [] Rename (Renumber) [] Eliminate
Course Number: _____ Title of the Course: _____
Previous number/title (if renaming): _____
Is this course attached to another course (series, lab/lecture)?: _____

Please consult http://www.temple.edu/provost/Course%20Approvals.html to determine submission deadlines.

First semester this course will be offered/eliminated: [] Fall [] Spring [] Summer I [] Summer II of 20____.
Department Name _____ Department Number _____
School or College _____ Dean's Designee _____
Please Print

Please answer the following questions. Include a full explanation in the proposal.

Will this course be cross-listed? [] No [] Yes, with _____

Proposed Status: [] Foundation [] Upper Division [] Lower Division

Other Status: [] None [] Core [] Honors [] Writing (Please provide copy of approval by appropriate committee).

Is a course fee proposed? [] No [] Yes, for \$_____.

If this fee was previously approved, as assigned to which course _____ for \$_____?

Note: all new fees and transfer requests must be submitted to the fee committee for approval.

Does this course fulfill a prerequisite requirement for any other course? [] No [] Yes

Does this course have a prerequisite? [] No [] Yes (Covers requesting and affected departments)

Provide impact statement for all cases.

Does this course fulfill a requirement or elective requirement for any major or minor? [] No [] Yes

(Covers requesting and affected departments) Provide impact statement for all cases.

Is a change to credit hours being proposed? [] No [] Yes.

Will it affect hours to graduation [] No [] Yes, and/or tuition overload? [] No [] Yes

(Covers requesting and any affected departments) Provide impact statement for all cases.

Attachments Checklist:

- ___ Proposal (include educational objectives of new course and/or rationale for changes to existing courses)
___ Syllabus (graduate courses only)
___ Impact Statement (if applicable)
___ Copy of Honors, Core or Writing approval (if applicable)
___ Course Inventory Update Form (Available online through the Course Editor: https://mdev.temple.edu/courses/default.asp)
___ Course Description (Format available online through the Course Editor: https://mdev.temple.edu/courses/default.asp)

Required Signatures:

Department Curriculum Committee Chair Date Department Chair Date
Chair of School Curriculum Committee Date Dean (or Designee) Date
Vice Provost for Undergraduate Studies or Graduate Dean Date