



COURSE CHANGE SUPPLEMENTAL FORM

Course # _____ Course Title: _____

1) Which of the following elements of the course are you changing? Please check all that apply.

- | | | |
|---|--|---|
| <input type="checkbox"/> Course Number | <input type="checkbox"/> Short title | <input type="checkbox"/> Pre-requisites |
| <input type="checkbox"/> Credit Hours | <input type="checkbox"/> Long title | <input type="checkbox"/> Co-requisites |
| <input type="checkbox"/> Maximum # of times students
can receive credit for course | <input type="checkbox"/> Cross-listing | <input type="checkbox"/> Course description
(see question 3) |
| <input type="checkbox"/> Maximum # of credits students
can receive for a repeatable course | <input type="checkbox"/> Meets-with | |

2) For each item checked above (other than course desc.), please complete the information below. If there are more than two changes please attach additional pages with relevant information.

Element: _____

- Current: _____ New: _____
- Does this change impact the major/emphasis/minor/certificate?
 - Yes No
- If yes, attach the relevant portion of the General Catalog with red-line changes indicated.

Element: _____

- Current: _____ New: _____
- Does this change impact the major/emphasis/minor/certificate?
 - Yes No
- If yes, attach the relevant portion of the General Catalog with red-line changes indicated.

3) Complete this question only if the course description is changing. Then skip to #5.

- Old course description:

- New course description:



4) Have you checked the course description for:

- Typos
- Accuracy
- Up-to-datedness

5) Please provide a short explanation and justification for the change(s) you are making

6) Is this a Gen Ed Class?

- Yes No
- If yes, please keep in mind that Gen Ed classes
 - Cannot be repeatable for credit
 - Cannot have variable credit hours
 - Cannot have pre- or co-requisites

7) Does this course meet with another class?

- Yes No

8) Is this course cross-listed with another class?

- Yes No

9) Is this course a pre-requisite for any other class(es)?

- Yes No

10) If the answer to any of the question(s) 7-9 is yes, have you submitted any necessary change forms for these other courses?

- Yes No
- Course number and name of affected courses: