SF STATE NEW COURSE FORM

Department/Program
CEL only Course? If yes, check box
Effective:

APD only   *Catalog Number :*
Processed by/date:
Bulletin Year :

Part A

Course ID
Prefix   Number

Purpose of Course
Required in the Major/Minor
Identify:
Elective in the Major/Minor
Proposing for :   GE   GWAR
Other

Expected Course Offering
One time only
Each fall semester
Each spring semester
Each summer semester
Other:

Type
Regular
Generic
Variable Topic
Experimental

Access
Intended for All Students
Restrict by Major/Minor
Restrict by Level
Other

Repeats
Not Repeatable
Repeatable   Units

Staffing _____ Units _____
Staffing _____ Units _____

Part B

Abbreviated Title:
Expanded Title:
Prerequisite:

Concurrent enrollment:	Pair with:
Cross-list with:	Home Dept:

Description:

Rationale for Adding New Course:

How is this course to be funded?

Department/Program/College Comments:

Undergraduate Dean/Graduate Dean/Academic Planning and Development Comments:

Consultations:

Department/Program_____Chair/Director:_____Date_____

Department/Program_____Chair/Director:_____Date_____

Approvals:

Department/Program Chair:_____Date_____

College Dean (or designee):_____Date_____

University Provost (or designee):_____Date_____

Part C

Outline of Course Content Topics	
1	
2	
3	
4	
5	
6	

Alignment between Student Learning Outcomes/Program Learning Objectives. (It is not necessary for a course to address all program learning objectives.) Several course level student learning objectives may address a single level program objective.

Student Learning Outcomes		Program Learning Objectives	
Upon completion of this course students will be able to:			
1			
2			
3			
4			
5			

Evaluation Procedures to be used in determining final grades for student	
1	
2	
3	
4	
5	

List Course Requirements	%
1	
2	
3	
4	
5	
.	

Page 3   Part D

List of Text Books/Reading Assignments (Articles)
Attach additional pages as necessary

For information about making your instructional materials accessible, please go to: