1. Department: ____________________________________________________________

2. Course Title: __________________________________________________________________________
   (Full title up to 60 characters)
   Abbreviate Title: __________________________________________________________________________
   (Limit 20 characters)
   Course Number: ___ ___: ___ ___: ___ ___ Contact Hours/Week: _____ Credits: ___
   Pre-requisites/Co-requisites: _____________________________________________________________
   Level: ___ Undergraduate ___ Graduate
   Teaching Medium: ___ Face-to-Face ___ Online* ___ Both
                  (see website)

3. Projected Enrollment: ________

4. Catalog Description: ______________________________________________________________________
   _______________________________________________________________________________________
   _______________________________________________________________________________________

5. Offered: ___ Fall ___ Spring ___ Winter ___ Summer
   Initial Semester to be offered: _______________________________________________________________________

6. Does this course duplicate the material presented in another course offered at Mason Gross? If so, justify the need for the proposed course:
   _______________________________________________________________________________________

7. Please attach a course syllabus to this proposal. It should include the following:
   a. Course goals that align with the published departmental goals
   b. Explicit measurable learning outcomes
   c. Assessment measures
   d. Grading Criteria
   e. Sample assignment

8. This course received departmental approval at the department meeting held on:
   Date: __________________________________

Proposal Submitted by: Name: _________________________________
Signature: _________________________________
Date: _________________________________