# New Course Proposal Worksheet

This document serves as a worksheet for you and your colleagues to collaborate on a new course proposal. All fields in this document will be required to submit an official course proposal. This document should not be submitted as an official course proposal.

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| Basic Course Details | |
| Full course title: |  |
| Short course title: |  |
| Subject code: |  |
| Course number: |  |
| Department: |  |
| School: |  |
| Mode of delivery: |  |
| Campus: |  |
| Academic level: |  |
| Levels: | Paracurricular 100’s (lower division) 200’s (lower division)  300’s (upper division) 400’s (upper division) graduate |
| Cross-listed courses (if any): |  |
| Will this be a stacked course? | Yes no |
| Effective term: |  |
| Minimum credits: |  |
| Maximum credits (if variable): |  |
| Session cycle: |  |
| Yearly cycle: |  |

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| Course Description | |
| Syllabus completed? | Yes no |
| Grading system: |  |
| Instructional method: | Activity clinical community service discussion  faculty consultation field work hybrid individual music instruction individual study internship laboratory seminar  student teaching video conference web(blackboard) other: |
| Repeatable for credit? | Yes no |
| Course description: |  |
| Requisites: |  |
| Restrictions: |  |
| Experiental learning course? | Yes no |

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| Linfield Curriculum Designations | |
| Designation | Creative studies individuals, systems, and societies natural world quantitative reasoning ultimate questions vital past  global pluralisms U.S. pluralisms experiential learning major writing intensive |
| Mode of inquiry explanation: |  |

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| Departmental Context | |
| Which students is it intended for, and how will it meet their needs? |  |
| Explain the importance of this course in the departmental curriculum. |  |
| Will offering this course require additional staff? | Yes no |
| If yes, how will this be funded? If no, how will the new course be worked in, and what will be the consequences of this? |  |
| Who is the likely instructor, and what are his/her qualifications to offer this course? |  |
| Comment on the availability and acquisition of non-staff resources. |  |

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| University Context | |
| Does this course assume pre- or co-requisite coursework in another department? | Yes no |
| Is this course intended to serve other departments, major, Linfield Curriculum, or OCE? | Yes no |
| Other departments to be notified: |  |