LAKE REGION STATE COLLEGE
Curriculum and Academic Standards
New Course Request

Instructions: Complete all questions and submit to the chair of the Curriculum and Academic Standards Committee at least one week prior to the monthly meeting. The committee meets the second Wednesday of every month during the months of September through April. Incomplete requests will be returned to the submitter for revision. For assistance completing this request, contact the Director of Academic Affairs.

A course syllabus containing all required components must be submitted with this form for the request to be considered.

<table>
<thead>
<tr>
<th>Submitted By:</th>
<th>Date Submitted:</th>
<th>Effective Date:</th>
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</thead>
<tbody>
<tr>
<td>Program:</td>
<td>CIP Code:</td>
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<tr>
<td>Subject:</td>
<td>Catalog Number:</td>
<td>Credit Hours:</td>
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<tr>
<td>Course Title:</td>
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<td>Prerequisite:</td>
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Course Typically Offered: [ ] Fall  [ ] Spring  [ ] Summer

Grading Basis: [ ] Letter grade  [ ] Sat/Unsat

Repeat for Credit: [ ] No  [ ] Yes  If yes, total number of repeats allowed:

Fulfills general education requirements for the AA, AS, AAS: [ ] No  [ ] Yes
If yes, indicate degree(s): [ ] AA  [ ] AS  [ ] AAS

Course should be listed on Common Course Numbers (CCN) Matrix: [ ] No  [ ] Yes

Add course to General Education Requirement Transfer Agreement (GERTA): [ ] No  [ ] Yes
If yes, indicate GERTA category: [ ] Communications  [ ] Computer Science  [ ] English  [ ] Fine Arts
[ ] Humanities  [ ] History  [ ] Lab Science  [ ] Math  [ ] Social Science  [ ] Science and Technology

Course Description:

Justification for New Course:
To be completed by Curriculum and Academic Standards Committee

____ Approved
____ Declined

__________________________________________________________
Vice President of Academic and Student Affairs Date

__________________________________________________________
Chair, Curriculum and Academic Standards Committee Date