

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.

Submitted By:	Date Submitted:	Effective Date:
Program:		CIP Code:
Subject:	Catalog Number:	Credit Hours:
Course Title:		
Prerequisite:		

Course Typically Offered: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	
Grading Basis: <input type="checkbox"/> Letter grade <input type="checkbox"/> Sat/Unsat	
Repeat for Credit: <input type="checkbox"/> No <input type="checkbox"/> Yes	If yes, total number of repeats allowed:

Fulfills general education requirements for the AA, AS, AAS: <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, indicate degree(s): <input type="checkbox"/> AA <input type="checkbox"/> AS <input type="checkbox"/> AAS
Course should be listed on Common Course Numbers (CCN) Matrix: <input type="checkbox"/> No <input type="checkbox"/> Yes
Add course to General Education Requirement Transfer Agreement (GERTA): <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, indicate GERTA category: <input type="checkbox"/> Communications <input type="checkbox"/> Computer Science <input type="checkbox"/> English <input type="checkbox"/> Fine Arts <input type="checkbox"/> Humanities <input type="checkbox"/> History <input type="checkbox"/> Lab Science <input type="checkbox"/> Math <input type="checkbox"/> Social Science <input type="checkbox"/> 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