

## COURSE APPROVAL FORM

Any course that does not satisfy a Foundations Curriculum requirement requires only the approval of the chair of the department or interdisciplinary program. Upon approval of such courses by the chair, this form is submitted to the Registrar in order to add the course to the official course offerings of the College. Courses without appropriate documents will not be scheduled and will not appear in the Rhodes catalogue.

Date:

Proposal submitted by:

The proposed course:

- \_\_\_\_\_ adds a course to the curriculum of the department.
- \_\_\_\_\_ replaces an existing course in the curriculum of the department.
- \_\_\_\_\_ modifies an existing course in the curriculum of the department.  
Describe the extent of the modification:

Department:

Course Title:

Course Number:

Credits:

Prerequisites and other special enrollment conditions for the course:

Description of the course as it will appear in the catalogue:

In what semester and year will the course first be taught, and in what semester and years will the course be taught thereafter?

Who will teach the course?

If this course will not be taught in conformity with the standard daily class schedule, please specify what the class schedule will be.

Is there an off-campus component to the course? If yes, please describe briefly.

What is the rationale or justification for this course? How does this course fit into the curriculum design of the department? How does it relate to the department's major(s)? What is its place and role in the liberal arts curriculum of the College?

Will this course be required for majors?

Does the addition of this course result in a change in the courses required for a major?  
If yes to either of the previous two questions, please submit a Change in Departmental Major/Minor form to the Educational Program Committee.

Does this course have any special requirements that could affect the resources or physical plant of the College? (Library materials and resources, laboratories, computer or other technology-based classrooms, etc.)

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**This course does not fulfill a foundation requirement and therefore requires only Chair approval.**

Submitted by: \_\_\_\_\_ Date of Submission: \_\_\_\_\_

**Note: All course proposals must be reviewed and approved by the Department Chair before being submitted to the Registrar.**

Has the Department Chair approved this course? Yes \_\_\_\_\_ No \_\_\_\_\_

*Completed forms should be submitted electronically to the Registrar.*

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APPROVED BY THE DEPARTMENT OR PROGRAM CHAIR

\_\_\_\_\_  
Signature, Chair

Date \_\_\_\_\_