

Texas A&M University
Departmental Request for a New Course
Undergraduate ♦ Graduate ♦ Professional
 • Submit original form and attach a course syllabus. •

1. This request is submitted by the Department of _____
2. Course prefix, number and complete title of course: _____
3. Catalog course description (not to exceed 50 words): _____

4. Prerequisite(s): _____
- Cross-listed with: _____

Cross-listed courses require the signature of both department heads.

5. Is this a variable credit course? Yes No If yes, from _____ to _____
6. Is this a repeatable course? Yes No If yes, this course may be taken _____ times.
 Will this course be repeated within the same semester? Yes No

7. This course will be:
 - a. required for students enrolled in the following degree programs(s) (e.g., B.A. in history)

 - b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

8. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments.
Attach approval letters.

Prefix		Course #		Title (excluding punctuation)																					
Lect.	Lab	SCH	CIP and Fund Code				Admin. Unit				Acad. Year				FICE Code										
																				0	0	3	6	3	2
Approval recommended by:																						Level			

Department Head - <i>Type Name & Sign</i> _____	Date _____	Chair, College Review Committee _____	Date _____
Department Head - <i>Type Name & Sign</i> _____ (if cross-listed course)	Date _____	Dean of College _____	Date _____
Submitted to Coordinating Board by:		Dean of College _____	Date _____
Associate Director, Curricular Services _____	Date _____	Effective Date _____	