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.**

9.

Prefix				Course #			Title (excluding punctuation)																					

Lect.		Lab		SCH		CIP and Fund Code										Admin. Unit				Acad. Year					FICE Code					
																						-			0	1	0	2	9	8

Level ☐

Approval recommended by:

Department Head – *Type Name & Sign*	Date	Chair, College Review Committee	Date
Department Head – *Type Name & Sign* (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

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 3/09