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. 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. Has this course been taught as a 489/689? ☐ Yes ☐ No If yes, how many times? _____
   Indicate the number of students enrolled for each academic period it was taught. _____

8. 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)*

   _____

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

10.

Prefix	Course #	Title (excluding punctuation)

Lect.	Lab	SCH	CIP and Fund Code	Admin. Unit	Acad. Year	FICE Code	Level
						010298	

Approval recommended by:

Head of Department _____ Date _____

Head of Department (if cross-listed course) _____ Date _____

Chair, College Review Committee _____ 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.
Curricular Services – 11/07