

OFFICE OF THE REGISTRAR
New-Course-Form-for-New-Programs

Campus	Program(s)	Depts.	Course Letter Prefix & Number (ex: PSY-800) NOTE: 100, 200 level – Freshman, Sophomore; 300, 400 level – Junior, Senior; 500, 600 level – Master level; 700, 800, 900 – Doctoral level	Course Title	Submit course descriptions in a Word document.	¹ Pre-req(s) (Provide Course Prefix & Number)	² Co-reqs (Provide Course Prefix & Number)	Credits	Elective (If YES what type)	Course Cap Per Section	Faculty Consent (YES or NO)	Course Type: Lecture, Seminar, Qualifying Exam, Dissertation, Practicum, Practicum Cont, Doc Internship, Master Internship, Master Externship Continuation, Master Externship, Master Externship Continuation, Other	Grading Scale (A-F or CR/NC)	Can this course be audited? (YES or NO)	Lab component? (YES or NO)	Location (Chicago, Online, Blended)	Course Level (Doctoral, Master, Bachelor, Certificate, Other)	Program Course is Applicable	Is this course equivalent to a current or previous course? If yes, list the course(s).	Is this course restricted to specific programs? If yes, which programs?	Course Length in Weeks By Term (provide one for each term) Fall, Spring, Summer	

REMINDERS:
 Submit course descriptions in a Word document.
 Submit form to the Office of the Registrar.
 Form must be approved and submitted by the program's Program Director/Chair.
 Submit form to the Academic Operations Manager: Katy Selinko.

<p>1 = students are required to take the course(s) you list before registering for this course.</p>	<p>2 = students are required to register concurrently for this course and the course(s) you list.</p>
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<p>Registrar's Office Use Only: Date Received: _____ Date Entered in Colleague: _____ Registrar Rep Initials: _____</p>
