College of Education (CED) EXPEDITED Course Change Proposal Form and Guide

Sponsoring Faculty Member Proposing a New Course or Significant Course Change
Name:
Department:
Program:
Course Number:

This expedited form may only be used for minor course changes, including title changes, changes to prerequisites or corequisites, course drops, change in teaching modality, or in the case of technical catalog errors. Changes to course descriptions, classification, or other major changes must be submitted via the full course proposal form. While drafting a proposal, check with the College Curriculum Committee Chair if you are uncertain whether a proposed change requires the full or expedited proposal.

Prior to Department Curriculum Committee review, consultations with impacted parties must be conducted, the proposed changes must be entered into [Curriculog](#) and the university Curriculum Office must complete the technical review.*

☐ Check box if Curriculog technical review is complete

*If submission occurs between November 1 and April 1 when Curriculog is offline, proposer must submit after April 1 for technical review and department/college approvals via Curriculog.

With the exception of the rationale, Curriculog only requires submission of elements of the curriculum proposal that will appear in the University Catalog, whereas the Department/College approval process requires additional documentation. See the [College of Education Overview: Steps in the Curriculum Process](#) document for more detail.

Separate forms are required for each course.

A.   **Course Details**

Is this change a course drop? ☐ **No** ☐ **Yes** *(if yes, complete only #1 below for Section A and complete Sections B and C below)*

1. Course Prefix, Number and Title (*if changing from current, pro*␀*g␀S␀i␀ 6␀2␀eWha, pro*␀*g␀S␀0␀6␀2␀eWBT/6*␀1

4. Prerequisites/corequisites (*if changing from current, provide both proposed and current prerequisites/corequisites [in cases when a course can be either/or]; enter n/a if none are required*):

5. Provide details of technical errors or other minor changes (provide both proposed and the current catalog language in error; *enter n/a if not applicable*):

6. Will the course modality be changed?   ☐ **No** ☐ **Yes**

   If yes, to which modalities (include all that are approved)?

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