

The College of New Jersey**COURSE APPROVAL/CHANGE FORM**

Request Type

I. Course InformationDoes this replace a previous course? ☐ No ☐ Yes, Subject Prefix and Course #:

Course Title :

Course Description:
(50-100 words)

Course Prefix and Catalog #

If course is NEW, number may be suggested, but final catalog number is assigned by Scheduling.

Term effective:

School (select one)

Undergraduate Courses

Course Level

Proposed Units

Graduate Courses

Course Level

Proposed Credits

Grading Type:

Is course repeatable for credit? ☐ No ☐ Yes

If yes, how many times?

Allow Multiple Enrollments
in Term ?☐ No ☐ YesIs this course equivalent to any other? ☐ No ☐ Yes

If yes, list course prefix and catalog #:

If yes, what are the anticipated topic names? (Topics can be modified at a later date.)

Is this a topics course? ☐ No ☐ Yes

Offering Schedule

Are there pre-requisites?

☐ No ☐ YesIf yes,
specify using
"and," "or"

Are there co-requisites?

☐ No ☐ YesIf yes,
specify using
"and," "or"Activity code for **primary activity**Activity code for **secondary activity**

- Notes:
- ~ Faculty weighted hours are determined by activity and weekly contact hours.
 - ~ Weekly contact hours are determined by the activity unless otherwise requested in the comment box below.
 - ~ Standard course cap is determined by the activity unless otherwise requested in the comment box below.

Comments

Course Approval Signatures:

Course Faculty (Printed Name and Signature)

Date

Dept Chair (Printed Name and Signature)

Date

Dean (Printed Name and Signature)

Date

II. Course Designations

A. College Core Designation(s) Sought:

Discipline

Social Justice 1

Social Justice 2

Writing Intensive Course

☐ No ☐ Yes

College Core Council Approval:

College Core Council Chair (Printed Name & Signature)

Date

B. Honors Designation Sought: ☐ No ☐ Yes

Honors Designation Approval:

Honors and Scholars Council Chair (Printed Name & Signature)

Date

C. Advanced Community Engaged Learning (CEL) Designation Sought: ☐ No ☐ Yes

Advanced CEL Approval:

CEL Council Chair (Printed Name & Signature)

Date

D. Course Delivery/Instruction Mode Designation: To obtain a BLENDED or ONLINE course delivery mode designation, please contact The Office of Instructional Design. <https://instructionaldesign.pages.tcnj.edu/blendedonline-courses/steps-to-offering-a-blendedonline-course/>