

# LOYOLA UNIVERSITY CHICAGO

## School of Education

### Application for Approval of a New Course

**DATE:**

**FROM:**

**PROGRAM:**

#### 1. PROPOSED COURSE IDENTIFICATION

- Course Prefix/Number:
- Credit Hours:
- Repeat for Credit: \_\_\_\_\_ Yes \_\_\_\_\_ No
- Course Title:
- Title Abbreviation:
- Catalog Description (Two sentences plus an outcome statement)

#### 2. CROSS-LISTINGS

- Course Number:
- Credit Hours:
- Course Title:
- Title Abbreviation
- Signature(s) of concurring chairperson

#### 3. COURSE INFORMATION

- Prerequisites before taking this course
- Is this course a prerequisite for other courses?
- Will this course be required for a degree?
- Can this course be used for an elective? If so, for which program(s)?
- Should any course currently offered be discontinued?
- Anticipated date (term and year) this course will be effective
- How often will this course be offered?
- Has the course been approved by the appropriate Program/Affinity Group?

#### 4. REASONS FOR ADDING THIS COURSE

#### 5. COURSE RESOURCES

- What library and information technology resources will be required?
- Has the program/affinity group representative discussed the appropriate library and/or information technology personnel issues concerning required resources?
- Faculty available to teach this course:

#### 6. ATTACH PROPOSED NEW COURSE OUTLINE

NOTE: Approval of new courses is determined by the School of Education's consent process.