

THE UNIVERSITY OF ALABAMA

Course Inventory

Date _____ Department _____ College _____

PROPOSAL TO OFFER A NEW COURSE, CHANGE AN EXISTING COURSE; OR DELETE AN EXISTING COURSE

(Please attach a copy of course syllabus for Office of Academic Affairs)

Course No. _____

Add _____ Change _____ Inactivate _____

Type of modification:

Title _____ Description _____ Credit Hours _____

Type _____ Grade _____

Number _____ Old _____ New _____

Classification of Instructional Programs (CIP) # _____

Title _____

Short Title (30 characters or less) _____

FILL IN ALL REMAINING PARTS FOR A NEW COURSE, BUT MARK ONLY THE APPLICABLE PORTIONS FOR CHANGES TO AN EXISTING COURSE.

DESCRIPTION:

1. Credit Hours _____

2. Prerequisites _____

3. Prerequisites with concurrency _____

4. Cross Listed (Equivalent Courses) _____
 Cross listed courses refer to the same course offered at the same level by different departments at the same time in the same room.

5. Slash Listed (Equivalent Courses) _____
 Slash listed courses refer to the courses offered by the same department at different levels.

6. Mark one of the following course grading patterns:

(a) Letter grade _____

(b) Pass/fail _____

7. Indicate one of the following types of instruction:

(a) Seminar	_____	(i) Laboratory	_____
(b) Independent Study	_____	(j) Field Experience	_____
(c) Thesis/Dissertation	_____	(k) Lecture/Laboratory	_____
(d) Recitation/Discussion/Quiz.	_____	(l) Clinic	_____
(e) Activity/Performance/Studio.	_____	(m) Practicum	_____
(f) Research	_____	(n) Internship.	_____
(g) Student Teaching	_____	(o) Exam/Quiz	_____
(h) Lecture	_____	(p) Co-op	_____

8. Attributes

(a) Service Learning _____

(b) Honors _____

9. If this is a change for an existing course, indicate the nature of the change, and whether substantive changes have been made in either course content or requirements, and list programs that might be affected by the change.

10. Maximum Repeat: _____ (Total number of credit hours includes the initial hours for enrollment)

11. If the content of this course might overlap with other existing courses, describe your efforts to consult other departments about potential course duplication.

Department Head: _____

Signature

Date

*Please note policy regarding slash listing of courses for undergraduate and graduate credit on reverse side of this page. Attach separate forms for graduate and undergraduate slash-listed courses and ensure that the catalog descriptions and course requirements reflect the graduate/undergraduate differentiation.

Commented [LM1]: The maximum repeat is how many times the course may be taken. For example, if a 3 hour course may be repeated 1 time beyond the initial enrollment the number of credit hours would be 6.