

Academic Policies and Procedures Committees
PROPOSAL FORM -- Part A

<input type="checkbox"/> Graduate AP&P <input type="checkbox"/> Undergraduate AP&P <input type="checkbox"/> Both (Dual-Listed Courses) Submit simultaneously	Department/Program Proposal # _____ Proposed Effective Date: FALL (year) _____
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College/Unit _____ Assoc. Dean _____ Proposer(s) _____

Department/Program _____ Chair _____

1. I want to: _____ Briefly describe the action(s) requested:

2. Rationale for this request:

3. a. List the current catalog copy (attach separate sheet if more space needed.)

b. List the proposed catalog copy (attach separate sheet if more space needed.)

c. Other REQUIRED attachments: see **General Instructions**

7. Is this a cross-listed course in another department? yes ___ no ___ n/a ___ (If yes, list the cross-listed courses:)
8. Is this a General Education course? yes ___ no ___ n/a ___ (If requesting new general education credit, attach a syllabus and submit Part C of the AP&P proposal form to the Office of General Education)
9. Distance Education:
- a. Does this proposal affect a course or requirement of a Distance Education program? yes ___ no ___ If yes, has Distance Education been consulted? yes ___ no ___ If yes, list the *date(s)*, **Distance Ed** contact person, and their **response** in support or opposition to this proposal:
- b. Mode of delivery: fully online ___ site-based ___
If you are not sure, contact the Office of Distance Education.
10. Schedule Type for new courses: