

# COURSE DESCRIPTION

*Please complete the following information:*

Course Number and Title	
Semester and Year	
Instructor's Name and Academic Rank	
Cross Listing Information	
Previous Title and/or Course # (if applicable)	

*Description (one to three paragraph description of course content):*

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*List of Proposed Texts /Readings (N/A, TBD, and Course Packet are not acceptable responses):*

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*Proposed Grading Policy:*

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Chair/Associate Chair  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Associate Dean  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_

This form should be submitted by the "home" department by the fifth working day following the close of the Original Phase for the corresponding semester to the Associate Dean for Academic Affairs. "Guest" departments do not need to submit course descriptions.