

## SPECIAL PROJECTS

Use this form to request a Special Projects Course be placed on the course tally. Please submit this form to the appropriate Undergraduate or Graduate Dean in Academic Affairs.

Special project courses may only run twice.

Department \_\_\_\_\_

Course Code \_\_\_\_\_ Credits \_\_\_\_\_

Course Title \_\_\_\_\_

Instructor \_\_\_\_\_

Day \_\_\_\_\_ Time \_\_\_\_\_ Bld/Room \_\_\_\_\_

Class Capacity \_\_\_\_\_

**COURSE DESCRIPTIONS**

Every Special Project course must contain a course description. (150 word limit)

To be offered:

Fall 20 \_\_\_\_\_ or Winter 20 \_\_\_\_\_

**LIST PREREQUISITES**

**NEW SPECIAL PROJECT COURSES MUST INCLUDE A SYLLABUS.**

Has this course run before? If yes, list semesters.

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Are there any technology needs (such as software) for this Course?

Yes       No    If Yes please list them below

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Are there any budget and/or equipment/facility needs for this course?

Yes       No    If Yes please list them below

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Approved by:

\_\_\_\_\_  
Chair Approval Date

\_\_\_\_\_  
Dean Approval Date

**Academic Advising and Registration Office Use**

\_\_\_\_\_  
Academic Advising and Registration Date

Change(s) made in Colleague

Copies Sent to:

Academic Affairs

Department