Course Change Request

Indiana University

Check Appropriate Boxes:

Undergraduate credit [ ] Graduate credit [ ] Professional credit [X]

1. School/Division: Law
2. Academic Subject Code: LAW-D/N
3. Current Course Number: 726
4. Current Credit Hours: 5
5. Current Title: China Summer Program
6. Effective Semester/Year for changes listed below: Summer 2010
7. Instructor:

Type of Change Requested (Check appropriate boxes and indicate changes)

☐ 8. Change course number to: ________________________ (must be cleared with University Enrollment Services)

☐ 9. Current course title:

Change to: ________________________

Recommended abbreviation (optional) ________________________ (Limited to 32 Characters including spaces)

☐ 10. Current credit hours fixed at: ______ or variable from: ______ to ______

Change to credit hours fixed at: ______ or variable from: ______ to ______

☐ 11. Current lecture contact hours fixed at: ______ or variable from: ______ to ______

Change to lecture contact hours fixed at: ______ or variable from: ______ to ______

☐ 12. Current non-lecture contact hours fixed at: ______ or variable from: ______ to ______

Change to non-lecture contact hours fixed at: ______ or variable from: ______ to ______

☐ 13. Is this course currently graded with S-F (only) grades? Yes [ ] No [ ]

Change to S-F (only) grading? Yes [ ] No [ ]

☐ 14. Does this course presently have variable title approval? Yes [ ] No [ ]

Is variable title approval being requested? Yes [ ] No [ ]

☐ 15. Is this course being discontinued? For all campuses [ ] or for this campus only [ ]

☐ 16. Current course description

________________________________________________________________________

________________________________________________________________________

Change course description to (not to exceed 50 words)

________________________________________________________________________

________________________________________________________________________

17. Justification for change __________________________

(To allow scheduling flexibility)

(Use additional paper if necessary)

18. Are the necessary reading materials currently available in the appropriate library?

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of this course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by: __________________________ Date: ______________

Department/Chairman/Division Director
Curriculum Committee Chair

Dean of Graduate School (when required)

Approved by: __________________________ Date: ______________

Dean

Chancellor/Vice-President

University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

UPS 725

University Enrollment Services Final—White; Chancellor/Vice-President—Blue; School/Division—Yellow;
Department/Division—Pink; University Enrollment Services Advance—White