New Course Request

1. School/Division: Liberal Arts-Political Science
2. Academic Subject Code: POLS
3. Course Number: Y485
4. Instructor:
5. Course Title: Field Experience in Paralegal Studies
   Recommended Abbreviation (Optional): (Limited to 32 Characters including spaces)
6. First time this course is to be offered (Semester/Year): Spring 2007
7. Credit Hours: Fixed at ______ or Variable from __________ to ______
8. Is this course to be graded S-F (only)? Yes ____ No __
9. Is variable title approval being requested? Yes ____ No __
10. Course description (not to exceed 50 words) for Bulletin publication: A course that allows paralegal students to enroll in a legal internship for credit. Students will work with various employers and agencies.
11. Lecture Contact Hours: Fixed at ______ or Variable from ______ to ______
12. Non-Lecture Contact Hours: Fixed at ______, or Variable from ______ to ______
13. Estimated enrollment: ______ of which ______ percent are expected to be graduate students.
14. Frequency of scheduling: Every Sem Will this course be required for majors? ______
15. Justification for new course: To expand opportunities for paralegal students to gain real world exp.
16. Are the necessary reading materials currently available in the appropriate library? YES
17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.
18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.
19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new 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 ____________________________ Date: ________
Dean of Graduate School (when required) ____________________________ Date: ________

SLA Undergraduate & Standards Comm. Chair DATE: ________

Approved by: ____________________________ Date: ________
Dean ____________________________ Date: ________
Chancellor/Vice-President ____________________________ Date: ________
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.