

**NEW COURSE REQUEST FORM**  
**Northwestern State University**

Department or Division: \_\_\_\_\_ Date \_\_\_\_\_

Course Prefix and Number: \_\_\_\_\_

Title: \_\_\_\_\_

Semester Credits \_\_\_\_ Graduate Credit? Yes ( ) ; No ( ).

Hrs. per week: Lecture \_\_\_\_; Laboratory \_\_\_\_.

Grade type: Regular \_\_\_\_; Pass/Fail \_\_\_\_.

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

Semester(s) normally offered: Fall ( ) ; Spring ( ) ; Summer ( )

1. SYLLABUS. (On separate sheets give a course syllabus including title of text, laboratory manual or other material to be used, list of principal reference readings to be required, and an outline of the subject matter to be covered in the course.)
2. CATALOG DESCRIPTION. Give title, description of course, and prerequisites/corequisites to be included in catalog.
3. To what degree, if any, will the course duplicate other courses offered on this campus?
4. This course is designed for the following curricula:
5. This course will be required for the following majors:
6. Has this course been discussed and approved by the faculty of the department concerned:  
 Yes ( ) ; No ( ).  
 If the vote was not unanimous, provide the numbers in favor and opposed.
7. Estimated enrollment expected per semester: \_\_\_\_\_.
8. If this course is approved:
  - (a) Will additional staff be needed? Yes ( ) ; No ( ).
  - (b) Will additional space, equipment, special library materials, or any major expense be involved? Yes ( ) ;  
 No ( ).
 (IF THE ANSWER TO ANY PART OF QUESTION 8 IS "YES," ATTACH EXPLANATION.)
9. Will this course replace another course? Is so what course \_\_\_\_\_

Submitted by: \_\_\_\_\_

Department Head: \_\_\_\_\_

College Dean: \_\_\_\_\_