

CLAS NEW COURSE SUBMISSION CHECKLIST

Please complete this form and submit with UCC1 New Course Transmittal Form and Course Syllabus to: Associate Dean for Academic Affairs, 2014 Turlington. (Forms for UCC1 and Checklist: <http://www.clas.ufl.edu/dean/forms>).

Make sure the syllabi meet UF criteria listed at the following website: http://www.ir.ufl.edu/fac_handbook/syllabi.htm , including grading evaluation methods and scale.

For Gordon Rule or General Education status, contact Associate Dean W. Andrew McCollough, Chair of the General Education Council, 392-8436 x 1223. (Forms at: www.cba.ufl.edu/publications/gened/gened.htm).

1. E-mail addresses of faculty member proposing this course and departmental contact person:
2. Suggested Prefix, Course Number, and Title (number of class period/wk and number of credits):
3. What are the objectives and contents of this course?
4. How does this course fit into current course offerings in your program or department? Is this course intended for majors, non-majors, or both? Is it required or an elective? Is it part of a track? Is there a co-requisite or a pre-requisite?
5. Provide RESULTS of consultation with specific departments, programs, centers, or colleges with possible overlaps. If this information is not provided, the packet will be returned, delaying the progress of the new course proposal.
6. How will students be evaluated in this class (what portion of the grade is from exams, papers, etc.)?
7. Please justify use of variable and repeatable credit (if applicable).