



# Course Approval Form

For instructions see:  
<http://registrar.gmu.edu/facultystaff/catalog-revisions/course/>

### Action Requested:

Create new course   
  Inactivate existing course   
  Reinstate inactive course   
  Undergraduate  
 Modify existing course (check all that apply)

Title   
  Credits   
  Repeat Status   
  Grade Type   
  Graduate  
 Prereq/coreq   
 Schedule Type   
 Restrictions  
 Other: \_\_\_\_\_

### Course Level:

**College/School:**    
**Department:**   
**Submitted by:**    
**Ext:**    
**Email:**

**Subject Code:**    
**Number:**    
**Effective Term:**  Fall   
 Spring   
 Summer   
 Year

(Do not list multiple codes or numbers. Each course proposal must have a separate form.)

**Title:** Current    
**Fulfills Mason Core Req?** (undergrad only)  
 Banner (30 characters max w/ spaces)    
 Currently fulfills requirement  
 New    
 Submission in progress

**Credits:** (check one)  Fixed   
 Variable   
 or   
 to   
**Repeat Status:** (check one)  Not Repeatable (NR)  
 Repeatable within degree (RD)   
 Maximum credits allowed:   
 Repeatable within term (RT)

**Grade Mode:** (check one)  Regular (A, B, C, etc.)  
 Satisfactory/No Credit  
 Special (A, B, C, etc. +IP)  
**Schedule Type:** (check one)  Lecture (LEC)  
 Lab (LAB)   
 Independent Study (IND)  
 Recitation (RCT)   
 Seminar (SEM)  
 Internship (INT)   
 Studio (STU)

**Prerequisite(s):**    
**Corequisite(s):**   
**Instructional Mode:**  100% face-to-face  
 Hybrid: ≤ 50% electronically delivered  
 100% electronically delivered

**Restrictions Enforced by System:** Major, College, Degree, Program, etc. Include Code.  
  
**Are there equivalent course(s)?**  Yes     No  
 If yes, please list \_\_\_\_\_

### Catalog Copy for NEW Courses Only (Consult University Catalog for models)

Description (No more than 60 words, use verb phrases and present tense)	Notes (List additional information for the course)

Indicate number of contact hours:   
 Hours of Lecture or Seminar per week:    
 Hours of Lab or Studio:   
**When Offered:** (check all that apply)  Fall   
 Summer   
 Spring

## Approval Signatures

Department Approval \_\_\_\_\_ Date \_\_\_\_\_   
 College/School Approval \_\_\_\_\_ Date \_\_\_\_\_  
**If this course includes subject matter currently dealt with by any other units,** the originating department must circulate this proposal for review by those units and obtain the necessary signatures prior to submission. Failure to do so will delay action on this proposal.

Unit Name	Unit Approval Name	Unit Approver's Signature	Date

### For Graduate Courses Only

Graduate Council Member \_\_\_\_\_   
 Provost Office \_\_\_\_\_   
 Graduate Council Approval Date \_\_\_\_\_

## **Course Proposal Submitted to the College of Science Curriculum Committee (COSCC)**

The form above is processed by the Office of the University Registrar. This second page is for the COSCC's reference. Please complete the applicable portions of this page to clearly communicate what the form above is requesting.

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### **FOR ALL COURSES** (required)

Course Number and Title: FRSC 302

Date of Departmental Approval: Approved by program faculty (DiZinno, Knight, Pettigrew, Rancourt, Rule, and acting chair Curtin) November 24, 2014

### **FOR INACTIVATED/REINSTATED COURSES** (required if inactivating/reinstating a course)

- Reason for Inactivating/Reinstating:

### **FOR MODIFIED COURSES** (required if modifying a course)

- Summary of the Modification:
- Text before Modification (title, repeat status, catalog description, etc.): **Previous:** Forensic Bio-Trace.
- Text after Modification (title, repeat status, catalog description, etc.): **New:** Forensic Trace Analysis
- Reason for the Modification: Confusing for Instructors and students.

### **FOR NEW COURSES** (required if creating a new course)

- Reason for the New Course:
- Relationship to Existing Programs:
- Relationship to Existing Courses:
- Semester of Initial Offering:
- Proposed Instructors:
- Insert Tentative Syllabus Below