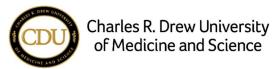


## **New Program or Course Approval/Modification Request Form**

Proposer Name:	Email:	_ Date:
ACTION REQUESTED		
Reinstate Inactive Course	□ Deactivate Existing Course	
Course Number:	Course Number:	
Create New Course		
New Course Number:		
Include subject code (ex. "MTH") and	l number	
	Department:	
Proposed effective Semester:		
Is this course being proposed as a G	<b>E course</b> ? □Yes, Area: □No	ı
Abbreviated Course Title:		
<b>Credits</b> : □ Fixed □ Variable	e to	
Repeat Status:   Not Repeatable	Repeatable within degree/Certificate	
Grade Method: □ Regular (A, B, C, et	tc.) 🗆 Credit/No Credit 🗆 Pass/Fail	
Can this course be taken multiple ti	mes for credit? □Yes □No	
Schedule Type:   Lecture (LEC)	Seminar (SEM) 🗆 Independent Study (	ND)
	□Lab (LAB)  □Clerkship (CLE)  □Practicu	
Prerequisite(s):	Co-requisite(s):	
Instructional Mode:   □ 100% In-Class	room 🗆 50% In-Classroom/50% Onl	ine (Hybrid)
□ 100% O	nline	
Are there equivalent CDU course(s)?	? □ Yes □ No	
If yes, ple	ase list:	
Enrollment Restriction(s) (e.g. senio	rs only, restricted to majors only, etc.):	
Catalog Description as it will appear	in the University Catalog:	
□ Modify Existing Course (check all the apply	)	
☐ Course Title ☐ # of Credits ☐ Addin	g Co-Req □Adding Pre-Req	
☐Registration Requires Faculty Appro	oval (eg. Independent Study)	
Title (Current)		
(Use 30 Characters max w/s	pace)	
New (Full Title for University Catalo	g):	
☐ Create New Program		
College:	Department:	
	Degree Level:	
Length of Study (months):	Total Program Units:	



## Title IV-Eligibility (Federal Financial Aid)

The U.S. Department of Education has strict standards when determining eligibility for federal student aid (federal loans). CDU must ensure that the instructional materials and faculty support necessary for academic engagement are available to students every week that the school counts toward its defined payment period or academic year. Instructional activity in a Competency Based Education program includes but is not limited to:

- Attending a synchronous class, lecture, recitation, or field or laboratory activity, physically or online, where there is an opportunity for interaction between the instructor and students);
- submitting an academic assignment;
- taking an assessment or an exam;
- participating in an interactive tutorial, webinar, or other interactive computer-assisted instruction;
- attending a study group, group project, or an online discussion that is assigned by the institution;
- interacting with an instructor about academic matters;
- consultations with a faculty mentor regarding the content of a course or competency;
- and other instructional activities approved by the institution's or program's accrediting agency. Financial aid cannot be awarded for any portion of a program based on study or life experience prior to enrollment in the program or based on tests of learning that are not associated with educational activities overseen by CDU. Courses that do not count toward a student's degree cannot count toward enrollment status unless they are eligible remedial courses. To reiterate, the University cannot award Title IV aid for classes that do not count toward a student's degree.

By (Print):	Signature:	Department:
	Approvals	
Faculty Proposer (Print)	Signature	Date
Departmental Approval (Print)	Signature	Date
Academic Senate Approval (Pri	nt) Signature	Date
Provost/Designee Approval (Pr	nt) Signature	Date