



## Request for Course Addition/Change

Site(s) Request: \_\_\_\_\_ Submission Date: \_\_\_\_\_

- PROPOSAL for:
- New Course
  - Substantial alteration of existing course (i.e. changes to content, additions/deletions of content standards)
  - Course title change only

Length of Course:  one semester  full year

School Year to be implemented: \_\_\_\_\_

Course Weight:  Honors  AP  College Prep

Max Credits \_\_\_\_\_ Variable Credit  Yes  No

Department: \_\_\_\_\_ Grade Level(s): \_\_\_\_\_

Can this course be repeated for credit? (if applicable) \_\_\_\_\_

Title of Course: \_\_\_\_\_

Proposed Transcript Abbreviation: (if applicable) \_\_\_\_\_

Proposed UC Designation: (if applicable) \_\_\_\_\_

### *High Schools Only*

- Is course going to be submitted for UC/CSU a-g credit?  Yes  No
- Will course be submitted for Honors Designation?  Yes  No

Note: Deadline for UC/CSU a-g courses is Feb. 1 of prior year.

### **Impact on Master Schedule:**

### **Rationale for Course Change/Addition:**

## COURSE DESCRIPTION

The Course Description is required for proposed NEW Courses. Use this section to emphasize the core knowledge and skills students are expected to learn in the course. There should be clear evidence of the course's level of rigor and the development of essential critical thinking skills.

- A. COURSE OVERVIEW: The Course Overview provides a snapshot of the course's content. Provide a brief summary (3-5 sentences) of the course's content. Include standards addressed (e.g. CA content standards, Social Justice standards).

- B. PRE-REQUISITES & CO-REQUISITES: (if applicable)

- C. COURSE CONTENT: In a unit-by-unit style, provide
- a. A brief description (5-10 sentences) of topics to be addressed
  - b. A brief summary (2-4 sentences) of at least one assignment that explains what a student produces, how the student completes the assignment and what the student learns.

COURSE MATERIALS

Provide the course materials used to support student learning and the delivery of this course.

*Note: If you are requesting a new core/supplementary textbook adoption, please note this in this section.*

**For courses seeking the UC honors designation:** Provide a short description of the course’s comprehensive final exam or culminating project.

**Resources (as applicable):**

Site will provide the following resources:

Site requests the following resources from district:



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To be completed by Educational Services, Director of Curriculum & Instruction

C. PD Leader Team review \_\_\_\_\_  
Date

D. Director, Curriculum and Instruction

\_\_\_\_\_  
Print Name Date

\_\_\_\_\_  
Signature Date

E. Submitted as Board Agenda Item \_\_\_\_\_  
Date

F. BOARD OF EDUCATION APPROVAL \_\_\_\_\_  
Date