Office of the Registrar
PO Box 179, Lincoln University, PA 19352
(610) 932-1087 (610) 932-1216 Fax
Lincoln Hall, 2nd Floor

LINCOLN UNIVERSITY

COURSE SUBMISSION FORM

3/1/00

COURSE TITLE: Short (<=20 Char): _____

Full Title (<= 35 Char): _____

New Course: ❑
Course Revision: ❑

Course Number: (XXX-000)
Proposed:_____
Existing **:**_____

Undergraduate: ❑
Graduate: ❑

Credit Hours: _____
Class (Hr/Wk):_____
Lab (Hr/Wk):_____
Other (Hr/Wk):_____

COURSE DESCRIPTION (For Catalog, 2-4 sentences)

Grading System
Standard: ❑
Pass / Fail: ❑
Other:

Course is Intended (Check all that apply)

❑ Required for Majors: (list) _____
❑ Required for Minors: (list) _____
❑ Use in University Core Curriculum
❑ Primarily as an Elective for Majors & Minors
❑ Primarily as an Elective for Non-Majors
❑ Can be taken by any Lincoln Student

First term in which new or revised course will be offered:

_____

Expected Frequency
❑ Every Semester
❑ Once per year
❑ Once every ____ Sem.

Probable Initial Instructor(s):

Pre-Requisites	
Co-Requisites	

APPROVALS	Date	Signatures
Department		Chair
School		Dean
Curriculum Committee		Chair
Faculty		Verified by Registrar

Refer to the Course Approvals Manual for complete instructions for the submission of proposals.