**New Course Proposal**

**Part I:** In narrative form, please identify the course name and offer a brief rationale for this new course. An abbreviated version of the narrative will be inserted as a comment in CAPA in the proposal submission.

**Part II:** Fill out the information below that will be used in the online submission (CAPA). Please check the prefix corresponding with the course, and then insert a number:

1. Course Prefix & Number (for example, POLS 4740)
2. Course Suffix (if applicable)
3. Honors
4. Online
5. Service-Learning
6. Is this course being proposed to satisfy the SPIA Experiential Learning Requirement

Yes No

1. Titles:
   1. Full course title: *(f.ex.: Constitutional Law: Rights and Liberties)*
   2. Athena title: *limited to 19 characters or less including spaces (f.ex.: CON LAW RGHTS LIBER)*
2. Course Description - 50 words or less *(f.ex.: Individual rights and liberties, with emphasis on the First Amendment, other parts of the Bill of Rights, and the Fourteenth Amendment.)*

1. Grading system – (*ex. Graded A-F. OR pass-fail S/U*)
2. Credit hours and lecture/lab/discussion hour. *If lecture/lab or lecture/discussion is fewer than the number of credit hours, then the non-traditional format must be filled out.* *Courses that are nontraditional (i.e. study abroad) should consult with Curriculum Systems if they have questions about contact hours*. *Most classes will be 3 credit hours, lecture.*

1. Repeatable for credit:

Yes No If Yes, credit limit:

1. Duplicate credit statement: *(Credit will not be given for students who have credit in these courses)*
2. Pre-requisite or co-requisite courses:
3. Primary delivery mechanism:

Default:

Lecture

Non-traditional:

Lab

Internship/practicum

Seminar

Thesis/dissertation

Directed study

Online

Service-Learning

1. If you are confident about the scheduling for this course, mark as appropriate; otherwise, please indicate that it is not yet known.
2. Is scheduling information on the course known?

Yes

No

1. Will the course be offered on a regular basis?

Yes

No

1. If so, every year or every other year?

Every

Every other

1. If known, which semester (fall, spring, summer)

Fall

Spring

Fall & Spring

Summer

13. Include from the syllabus:

a. Expected learning outcomes/objectives

b. Topical outline

c. University Honor Code and academic honesty policy from the UGA student honor code (you can copy and paste the wording from [www.uga.edu/ovpi](http://www.uga.edu/ovpi))

The academic honesty policy of the university is supplemented (not replaced) by an Honor Code which was adopted by the Student Government Association and approved by the University Council May 1, 1997, and provides: "I will be academically honest in all of my academic work and will not tolerate academic dishonesty of others." All students agree to abide by this code by signing the UGA Admissions Application.