DCARS – Dartmouth Course Approval Routing System: Course Approval Flow

This is a version of the “Curricular Guidelines at a Glance” developed by the Office of the Registrar to accompany DCARS - Dartmouth Course Approval Routing System. It therefore represents only those actions which may be taken within DCARS. Please refer to the full “Curricular Guidelines at a Glance” for all other curricular guidelines.

New Course Proposals

New Special Topics (with already approved rubric and no World Culture and/or Distributive requirements requested)

New Special Topics (with already approved rubric and World Culture and/or Distributive requirements requested)

Updates to Existing Courses

Update Course Title or Description

Update World Culture and/or Distributive requirements for a Regular Course

Update World Culture and/or Distributive requirements for a Special Topics Course

Update Prerequisites

Update Course Number

Cross-Listing

Addition of a New Cross-listing: Both courses in single division

All courses to be cross-listed must be approved before beginning the cross-listing process.

Addition of a New Cross-listing: Multiple divisions

All courses to be cross-listed must be approved before beginning the cross-listing process.