INSTRUCTIONS FOR NEW COURSE PROPOSALS:

1) New course proposal forms are available at http://www.dartmouth.edu/~reg/forms/newcourse.pdf. Please contact Michael Blumenauer in the Registrar's Office for additional questions.
2) Please fill in the information below, where applicable, and use this form as the cover sheet for your proposal.
3) Attach an ORC description **no longer than 75 words** and a detailed **syllabus** for the course (including course requirements, mandatory readings, examinations, papers).
4) New course proposals should be forwarded to the appropriate Divisional Council for approval. If the proposal includes a request for any distributive and/or world culture designations, the divisional council will then forward the proposal to the Committee on Instruction for consideration of the categories noted on this form.

DEPARTMENT/ PROGRAM: _____

COURSE NUMBER:_____

ORC COURSE TITLE:_____

TRANSCRIPT/TIMETABLE TITLE: (fill in boxes below)

(Course titles more than 27 characters long will be abbreviated on the transcript and Timetable.)

INSTRUCTOR(S):_____

TERM(S) TO BE OFFERED:_____

☐ **PERMANENT COURSE** **OR** ☐ **ONE-TIME OFFERING**

DISTRIBUTIVE REQUIREMENT CATEGORY, IF ANY (check one category; please note that INT is the only category that can be combined with one other category):

☐ **ART** Arts

☐ **LIT** Literature

☐ **INT** International or Comparative

☐ **SOC** Social Analysis

☐ **TMV** Systems and Traditions of Thought, Meaning, and Value

☐ **QDS** Quantitative or Deductive Sciences

☐ **SCI** Natural Sciences

☐ **SLA** Natural Sciences (with lab)

☐ **TAS** Technology or Applied Science

☐ **TLA** Technology or Applied Science (with lab)

WORLD CULTURE REQUIREMENT CATEGORY, IF ANY (check one only):

☐ **W** Western Cultures

☐ **NW** Non-Western Cultures

☐ **CI** Culture and Identity

If the requested classification would not be obvious to a colleague specializing in another field from the syllabus alone, please provide an additional short explanation.