Offering a New Course
Dartmouth Registrar's Office
Registrar@Dartmouth.edu

Submit new courses for approval through DCARS ➔ Various governing bodies/individuals approve courses ➔ Approved new courses stored in Banner

Departments/Programs confirm/modify course sections offered each term in the Timetable Editor ➔ Registrar's Office loads course information from Department/Program meetings with the Dean of Faculty into the Timetable Editor ➔ New courses listed in the ORC/Catalog New Course Supplement and next year's unpublished ORC/Catalog

Proof ➔ Departments/Programs proof course section information before publication ➔ Registrar's Office publishes the Timetable of Class Meetings ➔ Students use Banner/Student to elect courses