

Online "NEW" Course Proposal

Please complete and submit the proposal to the Division of Distance Learning for approval.
(email: Christy.Thomas@lamar.edu or fax# 880-2191)

Department: _____ Submission Date: _____

Course Number/Title: _____

Proposed method of delivery: (please circle) 5-week, 8-week, 15-week (must include justification)

Developer(s): _____ Pay distribution _____

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Anticipated (Start Date) /semester to offer course online: _____

Note: Course should be approved 4 months prior to this date and must be in course inventory.

Prerequisites: _____

Are all prerequisites offered online? _____ Yes _____ No _____ NA

Is development money being requested? (please circle) YES for \$3500 No compensation

Has this course ever been delivered in an online format? (please circle) Yes No

Is this course currently offered on campus? (please circle) Yes No

If so, what was the average enrollment from last year? _____ per semester

What is the purpose in putting this course online? How will it benefit students?

List degree plans that will require this course.

Anticipated enrollment _____

Signatures: *note if more than 2 developers to be paid – submit additional forms with signatures.

Developer: _____ Date: _____

Developer: _____ Date: _____

Department Chair: _____ Date: _____

Dean: _____ Date: _____

Provost: _____ Date: _____