

Form C - Part A

Request To Include A Course In The Core Curriculum

Submitting Department: _____

Date Submitted: _____

There are two appendices to this form which are referenced at various places in the form. It is suggested that these appendices be studied prior to filling out the form. [Appendix A](#) is a Texas Higher Education Coordinating Board document entitled **Core Curriculum: Assumptions and Defining Characteristics**. [Appendix B](#) is the current revision of the General Education Core Curriculum for Sam Houston State University, as approved by the Texas Higher Education Coordinating Board. Also, the abbreviation TCCNS stands for Texas Common Course Numbering System (TCCNS).

I. Course Identification

A. Course Prefix and Number _____
(Must be a 100 - 200 level course)

B. Course Title _____

C. Credit Hours _____

D. Check the appropriate item

1. _____ Existing course
2. _____ New course (Attach **Curriculum Report, Form B: Request for Addition of New Course**)
3. _____ Existing course with new course number, new course title, and/or new course prefix (Copy the statement from **Curriculum Report, Form A** for this course in the space below)

II. Coordinating Board Criteria

A. Texas Common Course Numbering System (TCCNS): Supply one of the following:

1. TCCNS number _____
2. Date on which an application for a TCCNS number was submitted _____
3. At least one TCCNS course that will be accepted in transfer in lieu of this course:

B. This course is to satisfy (select one)

1. _____ Part of the 36 credit hour state mandated portion of the core curriculum
(Chart 1 - Appendix B)
2. _____ Part of the institution portion of the core curriculum (Chart 2 - Appendix B)

C. Component Area in which the course is to be placed (Select **all** that apply)

1. _____ Communication
2. _____ Mathematics
3. _____ Natural Sciences
4. Humanities, and Visual and Performing Arts
 - i. _____ Visual/Performing Arts
 - ii. _____ Other
5. Social and Behavioral Sciences
 - i. _____ U.S. History
 - ii. _____ Political Science
 - iii. _____ Social/Behavioral Science
6. _____ Institutionally Designated Option (**Chart 2 only**)

D. Basic Intellectual Competencies. Indicate which of the Basic Intellectual Competencies (as listed on pages 2 and 3 of Appendix A) will be addressed by the course.

1. _____ Reading
2. _____ Writing
3. _____ Speaking
4. _____ Listening
5. _____ Critical thinking
6. _____ Computer Literacy

E. Perspectives in the Core Curriculum. Describe which of the perspectives (as listed on pages 3 and 4 of Appendix A) the course will provide and how that will be accomplished.

(Attach a separate sheet)

F. Exemplary Objectives for the Component Area. For each of the component areas indicated in Section II part C, address how the course satisfies the Exemplary Educational Objectives for that component area (as described on pages 4 to 9 of Appendix A).

(Attach a separate sheet)

III. Course Specifics and SHSU Criteria (Form B will substitute)

(Attach a separate sheet)

- A. Catalogue Description
- B. Prerequisites
- C. Course Objectives
- D. Course Topics or Course Syllabus

IV. Other Supporting Statements

On a separate sheet, give any other information in support of inclusion of this course in the Core Curriculum.