



GLENVILLE
STATE COLLEGE

ADD A COURSE FORM (R/O-02/20)

To: Provost & Vice President for Academic Affairs _____

From: Chairperson/Department _____ Date: _____

Provost Use Only:

☐ Approved ☐ Denied Signature: _____ Date: _____

Explanation: _____

Term: _____ Year: _____ New Course: ☐ Yes ☐ No

Course Reference Number: _____ Subject: _____ Course Number: _____ Section: _____

Course Title: _____

Credit Hours: _____ Variable Credit: ☐ Yes ☐ No ☐ Hybrid ☐ Online

If course is Special Topics & Problems or not in the current catalog, please attach a Course Outline/Syllabus.

Justification for adding this course: _____

Enrollment Limit: _____ Grade Mode: ☐ N (A,B,C,D,F) ☐ B (Credit/No Credit)

Start Time: _____ End Time: _____ Days: _____ Building: _____ Room: _____

Instructor: _____ GSC ID #: _____

Starting Date: (Month, Day, Year) _____ Ending Date: (Month, Day, Year) _____

Please attach a list of students with their ID numbers who will be enrolling in the proposed course.

If this is an Off-Campus Course please mark all that apply below:

- | | | |
|--|---|---|
| <input type="checkbox"/> Off-Campus other than HS (TC2) | <input type="checkbox"/> Dual Credit (DC1) | <input type="checkbox"/> Taught at a public High School (TC5) |
| <input type="checkbox"/> Early Entrance (EEP) | <input type="checkbox"/> Instructor Paid (SCB1) | |
| <input type="checkbox"/> Web Mix-High School & Campus (MIXW) | <input type="checkbox"/> Instructor Not Paid (SCB2) | |