Online Course Proposal

Please complete this form and submit the proposal to the Division of Distance Learning to be forwarded to the Distance Education Committee for a recommendation to be forwarded to the Provost. (email: LuOnline@lamar.edu or fax# 880-2191)

NOTE: All courses within a program approved for online development do not need an individual course proposal form.

Department: ____________________________ Submission Date: _________________

Course Number/Title: __________________________________________________________

Proposed method of delivery: ________________ (5-wk, 8-wk, 15-wk)

Delivery method: _____ CDE (traditional online) _____ AP(accelerated online)

Developer(s): ________________________________________________________________

Anticipated semester of offering 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? _____ Yes _____ No

Has this course ever been delivered in an online format? ______ Yes _____ No

Is this course currently offered on campus? _____ 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:

Department Chair: ____________________________ Date: _______________

Dean: ____________________________ Date: _______________

Chair, Distance Ed Committee: ____________________________ Date: _______________

Provost: ____________________________ Date: _______________