**Faculty Curriculum Worksheet: Course Creation**

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| **Initiator Name** |  |
| **Please download and utilize this worksheet in conjunction with the eLumen Curriculum User Manual. Manual is downloadable from the De Anza College Curriculum webpage at:** [**https://www.deanza.edu/curriculum/elumen/**](https://www.deanza.edu/curriculum/elumen/) | |
| **RED Items = Required Data PINK Items = Optional Data** | |

**Basic Course Information**

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| **Course Title** |  | | | |
| **Course ID** | **Department** |  | **Number** |  |
| **Effective Term** |  | | | |

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| **Mode of Delivery**  **\***May select multiple options  \*For further info on Modalities and additional forms needed, see manual pg. 39, and the Hybrid/Online Form guides. | **In Person** | **Hybrid** | **Online** |
| **Course Family**  \*For further info on Course Families, see <https://www.deanza.edu/register/course-families.html> |  | | |

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| **Course Description** (do not reference course titles or course #’s) |  |
| **Course Justification** (seemanual  pg. 41) |  |
| **Stand-Alone Statement**  (see manual  pg. 42) |  |
| **Course Philosophy** |  |

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| **CTE Course?** | | **Honors / Non-Honors Course?** | | **Mirrored Credit / Noncredit Course?** | | **Cross-Listed Course?** | |
| **Yes** | **No** | **Yes** | **No** | **Yes** | **No** | **Yes** | **No** |
|  | | *\*If yes, remember to duplicate all information into the Honors counterpart* | | *\*If yes, remember to duplicate all information into the mirrored counterpart* | | *\*If yes, additional documentation is required (see manual pg. 43)* | |

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| **Does your course have a Foothill College equivalent?** | **Yes** | **No** |
| ***If yes:*** | | |
| Foothill Faculty Consultant |  | |
| Foothill Course ID |  | |

**Course Development Options**

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| **Grade Options (may select multiple)** | **Letter Grade** | **Pass / No Pass** |
| *\*If Letter Grade is selected, Pass / No Pass must ALSO be selected* | | |

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| **Associated Programs** | | |
| **Will the course be associated with any programs?** | **Yes** | **No** |
| If **yes**, list the program(s):  *\*Initiator will also need to determine which section of the program this course will be added to.* |  | |

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| **Transferability** | | | |
| **All UC/CSU transferability and General Education applicable courses should be discussed with the Articulation Officer** | | | |
| **Transfer Status** |  | | |
| If course is UC Transferable, identify the **lower-division** UC course and campus. |  | | |
| **Will the course fulfill a UC/CSU lower-division major requirement?** | | **Yes** | **No** |
| If **yes**, identify the UC/CSU Campus, course, and major. |  | | |

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| **General Education** | | | |
| **Does the course fulfill GE for any of the following?** | **None** | **De Anza GE** | **Cal-GETC** |
| For any GE selected above, what are the corresponding area(s)? | **None**  N/A | **De Anza GE** | **Cal-GETC** |
| **Will your course have a C-ID?** | **Yes** | **No** | |
| If **yes**, please provide C-ID (subject area + CID #) |  | | |

**Units and Hours**

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| **Course Credit Status** | Credit | Noncredit | |
| **Weekly Student Hours / Units** | Lecture Hours | |  |
| Laboratory Hours | |  |
| Units | |  |

**Specifications**

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| **Methods of Instruction** |
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| **Assignments** |
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| **Methods of Evaluation** |
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| **Essential Student Materials** | **Essential College Facilities** |
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| **Examples of Primary Texts (max 5)** | | |
| *Per the Articulation Officer, a text published/updated within the last 7 years is required on courses requesting transferability* | | |
| **Text 1** | Author |  |
| Title |  |
| Publisher |  |
| Date/Edition |  |
| ISBN |  |
| **Text 2** | Author |  |
| Title |  |
| Publisher |  |
| Date/Edition |  |
| ISBN |  |
| **Text 3** | Author |  |
| Title |  |
| Publisher |  |
| Date/Edition |  |
| ISBN |  |
| **Text 4** | Author |  |
| Title |  |
| Publisher |  |
| Date/Edition |  |
| ISBN |  |
| **Text 5** | Author |  |
| Title |  |
| Publisher |  |
| Date/Edition |  |
| ISBN |  |

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| **Suggested Reading List** |
| *This section is for ELIT (English Literature) department use only. Please see manual pg. 52 for specific details on completing this field.* |
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**Requisites and Advisories**

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| **Requisites/Advisories** | |
| **Prerequisite(s)** |  |
| **Corequisite(s)** |  |
| **Advisory(ies)** | None  English:  ENGL C1000 or ENGL C1000H or ESL D005.  ESL D272. And ESL D273., or ESL D472. and ESL D473., or eligibility for ENGL C1000 or ENGL C1000H or ESL D005.  ESL D261. And ESL D265., or ESL D461. And ESL D465., or eligibility for ENGL C1000 or ENGL C1000H or ESL D005.  Math:  Intermediate algebra or equivalent (or higher), or appropriate placement beyond intermediate algebra  Elementary algebra or equivalent (or higher), or appropriate placement beyond Elementary algebra  Pre-algebra or equivalent (or higher), or appropriate placement beyond pre-algebra |
| **Advisory(ies) – Other** |  |
| **Limitation(s) on Enrollment** | None  Not open to students with credit in the cross-listed course(s).  Not open to students with credit in the non-Honors related course  Not open to students with credit in the Honors Program related course  Admission into this course requires consent of the Honors Program Coordinator  Consent of instructor and division dean and an approved Special Projects Contract is required  Approved Automotive Technology Course Sequence contract required  Open only to apprentice in the Automotive Technologies Apprenticeship Program (an approved program by the Division of Apprenticeship Standards) |
| **Limitation(s) on Enrollment - Other** |  |
| **Entrance Skill(s)** | None  Competitive experience in the named sport, physician’s clearance, and completion of eligibility forms; all second-year athletes must fulfill academic requirements per the CCCAA (California Community College Athletics Association)  Competitive experience in the named sport at the high school, club or collegiate levels, and consent of instructor  Restricted to students whose native language is not English  Student must audition or meet course prerequisites  Eligibility for college-level composition as determined by college assessment or other appropriate methods |
| **Entrance Skill(s) – Other** |  |
| **General Course Statement(s)** | None  See General Education pages for the requirements this course meets  NONCREDIT: This is a noncredit enhanced, CTE course  NONCREDIT: This is a noncredit enhanced, basic skills course  NONCREDIT: This is a noncredit enhanced course  NONCREDIT: This is a noncredit, stand-alone CTE course  NONCREDIT: This is a noncredit, stand-alone basic skills course  NONCREDIT: This is a noncredit stand-alone course |
| **General Course Statement(s) - Other** |  |

**Learning Outcomes**

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| **Course Objectives** |
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| **CSLO’s** |
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**Course Outline**

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| **Course Outline** |
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| **Lab Component** |
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