

## Topics Course Information Needed by the Registrar's Office

Departments and programs may introduce “topics courses”—courses designed to try out new ideas, to take advantage of distinguished visiting faculty, etc.—at the 200- and or 300-level without requesting approval by the faculty. Approval should be requested before a given course in this category is offered for a third time.

Please provide the following information when requesting a topics course:

1. When will this course be offered? Academic Year: \_\_\_\_\_ Term: \_\_\_\_\_
2. Course level: \_\_\_\_\_ Especially recommended for first-year students? \_\_\_\_\_
3. Course title: \_\_\_\_\_
4. Course description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Is this course going off-campus? \_\_\_\_\_ For how many days? \_\_\_\_\_
6. Instructor: \_\_\_\_\_
7. Prerequisite(s), if any (including Instructor's Permission): \_\_\_\_\_  
\_\_\_\_\_
8. Has this course been offered before as a Topics course? If so, when? \_\_\_\_\_
9. Approved under- or over-cap, if any: \_\_\_\_\_
10. Does this course meet any General Education requirement? \_\_\_\_\_
11. Does this course meet the writing requirement? \_\_\_\_\_
12. Does this course count toward your departmental major? Another major? As one of a number of courses that may be used to meet a requirement, or an elective? \_\_\_\_\_  
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