## Package C. New Noncredit Course

<table>
<thead>
<tr>
<th>Packet</th>
<th>Document collating order</th>
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</table>
| One stapled copy | Form 1 - Course Inventory (pink)  
Form 2 - Proposal for a New Course or Curriculum  
Form 4 - Noncredit Addendum  
Form 5 - Standards and Criteria (original signatures)  
Course outline (original signatures) |
| One stapled copy | Form 1 - Course Inventory (pink, copy of above Form 1)  
Form 2 - Proposal for a New Course or Curriculum (copy of above Form 2)  
Form 4 - Noncredit Addendum (copy of above Form 4)  
Course outline (original signatures) |
| Thirty stapled copies | Form 2 - Proposal for a New Course or Curriculum (copy of above Form 2)  
Form 4 - Noncredit Addendum (copy of above Form 4)  
Course outline (copy of original) |

## Package D. Course Revision

(Contact the Curriculum Committee chair or the Dean of Curriculum for special instructions)

<table>
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<th>Packets</th>
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| One stapled copy | Form 1 - Course Inventory (pink)  
Form 2 - Proposal for a New Course or Curriculum (as needed)  
Form 3 - Curriculum Committee Informational Item (as needed)  
Form 5 - Standards and Criteria (signed as needed)  
Revised (proposed) course outline (original signatures)  
Current course outline (copy of outline of record) |
| One stapled copy | Form 1 - Course Inventory (pink)  
Form 2 - Proposal for a New Course or Curriculum (copy of above Form 2)  
Form 3 - Curriculum Committee Informational Item (copy of above Form 3)  
Revised (proposed) course outline (original signatures)  
Current course outline (copy of outline of record) |
| Thirty stapled copies | Form 2 - Proposal for a New Course or Curriculum (copy of above Form 2)  
Form 3 - Curriculum Committee Informational Item (copy of above Form 3)  
Revised (proposed) course outline (copy of above proposed course outline) |

## Package F. New Curriculum / Program

<table>
<thead>
<tr>
<th>Packets</th>
<th>Document collating order</th>
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| Two stapled copies | Cover letter as needed  
Form 1 - Course Inventory (pink)  
Form 2 - Proposal for a New Course or Curriculum  
Catalog text copy |
| Thirty stapled copies | Form 2 - Proposal for a New Course or Curriculum  
Catalog text copy |

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1 Either or both Form 2 and/or Form 3 may be needed depending upon specific revisions being made.  
2 Contact the Curriculum Committee chair or the Dean of Curriculum for additional information.