

SAMPLE SYLLABUS TEMPLATE FOR GENERAL EDUCATION COURSE PROPOSALS

SCCA is interested in the durable curricular/academic elements of the syllabus and there are various types of documents that could be uploaded as “a syllabus”.

- An exemplar syllabus that contains the durable elements listed below
 - A master syllabus that contains the durable elements listed below
 - Use of this document as a template and completed
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Course Abbreviation and Number:

Credits:

Prerequisites/Co-requisites/Concurrent Requirements/Recommended Preparation:

Course Attributes/Designations: <<<GenEd, BA, US, IL, FYS, WAC etc.>>>

General Education Learning Objectives: <<<which 2-4 of the 7 General Education Learning Objectives are covered in this course, these will also be listed on the course catalog>>>

Course Description: <<<long course description and other critical content that is defining of the course>>>

Course Learning Objectives: <<<specific course objectives >>>

Content that would be included on a personalized and thorough syllabus, but are not required on the version to be submitted with a course proposal is listed below. If your syllabus has these items, that is ok and you do not need to edit or remove them, and they will not be reviewed or considered as part the proposal.

- academic integrity statement
- disability accommodation statement
- specific course materials, texts etc.
- grade breakdown by assessment type and percentage and associated grading policies
- attendance and participation expectations and policies
- examination policy/evening exams
- contact information for instructor and graduate assistants
- method of course delivery
- mental health resources statement