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**School (or equivalent)**

**Department**

**Course Code and Number**

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| [**Implementation Date**](#_top)**:** Fall 20XX | |
| [**Approved by Education Council:**](#_top) | |
| **Course Long Title** [**(60 characters max):**](#_top) | |
| **Course Short Title** [**(30 characters max):**](#_top) | |
| [**Replacing Existing Course:**](#_top) | [**Is it Equivalent:**](#_top)Choose an item. |
| **Eligible for Prior Learning Assessment and Recognition (PLAR):** Yes | |
| [**Recommended Prior to Taking**](#_top)**:** | |
| [**Credits**](#_top): # of credits assigned to this course | **Total Course Hours:** total course hours per semester or term |
| **Prerequisite:** None | **Direct Instruction Hours**: 0 |
| **Co-requisite:** None | [**Supervised Practice Hours:**](#_top) 0 |
| [**Prerequisite or Co-requisite**](#_top): None | [**Practice Education**](#_top)**:** 0 |
| [**Cannot also hold credit for**](#_top)**:** None | [**Cross Listed**](#_top)**:** None |

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| **Calendar Description:** |
| Create a sentence or short paragraph to describe the course. It may contain information about the course's purpose, content, concepts, process and scope or focus. Bear in mind the calendar is a legal document, so the calendar descriptions should accurately describe course content. Include keywords to facilitate online searches. This description must be no more than 80 words. |

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| **Course Description:** |
| If a Course Description is longer than 80 words is needed, write it in full here. If not, remove this section. |

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| **Learning Objectives:** |
| Upon successful completion of this course, students will be able to   * [verb]… * [verb]… * [verb]…   **List 6 to 10 Learning Objectives.** Learning Objectives are written from the learner's perspective and are measurable. Detail and clarity are essential here due to the requirements of credit transfer. Learning Objectives identify the knowledge, attitudes, and skills necessary for student success in the course. They apply to all students. If applicable, Learning Objectives specify the application of technology. This section may include employability or "generic" skills.  For assistance, contact the Centre for Teaching and Learning http://www.cnc.bc.ca/Working/centre-for-teaching-and-learning.htm. |

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| **Grading Scale:** | | | |
| Attach the appropriate grading scale from the calendar. | | | |
| **Letter Grades/ Percentages** | | | |
| A + |  | C + |  |
| A |  | C |  |
| A - |  | C - |  |
| B + |  | D |  |
| B |  | F |  |
| B - |  |  |  |
|  | | | |
| ***Use one of the below evaluation systems.***  ***Delete this statement and the unused evaluation system.*** | | | |
| **Evaluation Methods Satisfactory/Unsatisfactory (**Choose an item.**):** | | | |
| **Student Evaluation (example)** | | | |
| **Grade** | | | |
| Satisfactory | | 70 - 100% | |
| Unsatisfactory | | 0 – 69% | |
| Notes: | | | |
|  | | | |
| **Evaluation Methods and % of Total Grade (**Choose an item.**):** | | | |
| **Student Evaluation (example)** | | | |
| **Criteria** | | **Weight** | |
| Quizzes | | 15% | |
| Assignments | | 20% | |
| Lab Activities | | 10% | |
| Mid Term Exam | | 25% | |
| Final Exam | | 30% | |
| **Total** | | **100** | |

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| **Texts or Materials (**Choose an item.**):** |
| List all suggested and required texts and resource materials used in the course.  Follow a standard referencing style used in your field (APA, MLA, etc.). If in doubt, default to the current APA. |

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| **Course Content or Topics (**Choose an item.**):** |
| This is often referred to as a “tentative course schedule”.  In point form, write a sequential list of the main themes, issues, and concepts explored or activities (e.g. laboratory or practical components) in which students will be engaged in each week. Indicate the approximate proportion of the course devoted to each topic.  Note: This section is required for articulation purposes. Most receiving institutions require specific listings of course requirements (particularly details about in-class writing assignments and final essay examinations) to assist them in the transfer assessment process. |