



California Community Colleges  
**Application for Approval of Credit Course**  
 (Please attach official course outline.)

Date of Application: \_\_\_\_\_ Course to Start (Date): \_\_\_\_\_  
 College: \_\_\_\_\_ District: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Title: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Course Title: \_\_\_\_\_ Course Dept. No.: \_\_\_\_\_  
 T.O.P. Code: \_\_\_\_\_ Permanent Course Identifier (CB00): \_\_\_\_\_  
 Primary Mission Category:      Transfer       Vocational/Economic Development   
    Basic Skills or ESL       Other  \_\_\_\_\_  
 Is course:                              Degree-Applicable       Non Degree-Applicable

Units: \_\_\_\_\_ Total Hrs. Lecture: \_\_\_\_\_ Total Hrs. Lab: \_\_\_\_\_  
*(Minimum per unit of 48 hours classroom time and out-of-class study, in any combination, required by law. Generally, each lecture hour requires two hours of out-of-class study; laboratory hours require no out-of-class study.)*  
 Open entry/Open exit     Variable Unit Range \_\_\_\_\_    Independent Study   
 Other Method of Instruction  \_\_\_\_\_  
*(When course is primarily designed for alternative method of instruction, or alternative classroom hours/units relationship.)*  
 Repeatability:      May be repeated \_\_\_\_\_ times (other than for unsatisfactory grade)  
 Course Fees (other than enrollment fee): \_\_\_\_\_

*(Where information appears on course outline, you may write "See course outline.")*

Prerequisite(s): \_\_\_\_\_  
 General Ed. Category (Title 5):      Natural Sciences       Social & Behavioral Sciences   
    Humanities       English Composition       Communication & Analytical Thinking   
 Other District G.E. Category  \_\_\_\_\_  
 Proposed for Transferability:      CSU       UC       Other   
 Proposed for CSU General Ed. Category \_\_\_\_\_  
 Proposed for IGETC Category \_\_\_\_\_

*Please complete other side of form.*

Proposed Catalog Description (*If this appears on course outline, write "See course outline."*):

What evidence of need for this course exists?

Has articulation or planning with neighboring institutions taken place?

Yes  No  N/A  Please comment below if appropriate:

Estimated enrollment, all sections:

First Year \_\_\_\_\_ Third Year \_\_\_\_\_

Is course likely to lead to future program:

Yes  No  Uncertain  Please comment below if appropriate:

For course in reading, writing, ESL, or math, indicate where course fits in credit and/or noncredit developmental sequence in applicable discipline. Please attach catalog pages with applicable course descriptions:

### Signatures

*We certify that this course meets with the standards of Title 5, Section 55002 for its credit category, and has been approved through the appropriate curriculum procedure for this college.*

\_\_\_\_\_  
College Curriculum Committee Chair Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
College Chief Executive Officer Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
College Chief Instructional Officer Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
District CEO (*if applicable*) Date

\_\_\_\_\_  
Print Name

### Return this form to:

Curriculum Standards and Instructional Services  
California Community Colleges, 1102 Q Street, Sacramento, California 95814, tel. (916) 322-6888  
*Please attach the official course outline.*