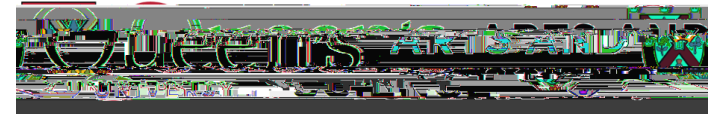


# 2024-25 CIM OVERVIEW

## NEW COURSE PROPOSAL



# STEP ONE

## NEW COURSE PROPOSAL CHECKLIST

### REQUIRED INFORMATION

Application in Curriculum (Rationale) – a clear explanation as to why this course is being created and how it will add to the deSDUWPHQWIDF0WSURWDPVSODOVRUFR0VHR0SULQV

Learning Outcomes

Learning Hours

### NORMALLY REQUIRED SUPPLEMENTAL DOCUMENTATION

I-EDIAA Rubric

0ODEXRUB0VH2W0LOQH0OHVVLWVDRSLFV00VHLHDQREUHOODFR0VHFR0WKDWLVUHSWDWDEOHIRUFUHGW00BUGS erHQWWRSLFWLWOHV

### OTHER ITEMS TO CLARIFY BEFORE ENTRY INTO CIM

0OHFWDOH0WDOR01REHUWKDWLVLDYDLODEOHIRUXHJR0UH0VHSHOHVHFQWDFW0OLH0UFRUD0DWF0ULF0R0KHQV0D \_\_\_\_ IRUDOLVWRIDYDLODEOH0REHUVLOR0V0MHFWDUHD

0QUPLIWKHFR0VHLVLQWHQ0REHLQ- person or online for its UVWR0SULOJLH0D0PLF0UH0HU 00UW0D0WHRU00UW0D0WH2QOLOH

0 0QUPLIWKHFR0VHLVLQWHQ0RU0LQDVLQ0HWHUPRUH00 R H0WL 0OH

WHUVORSPHLO000

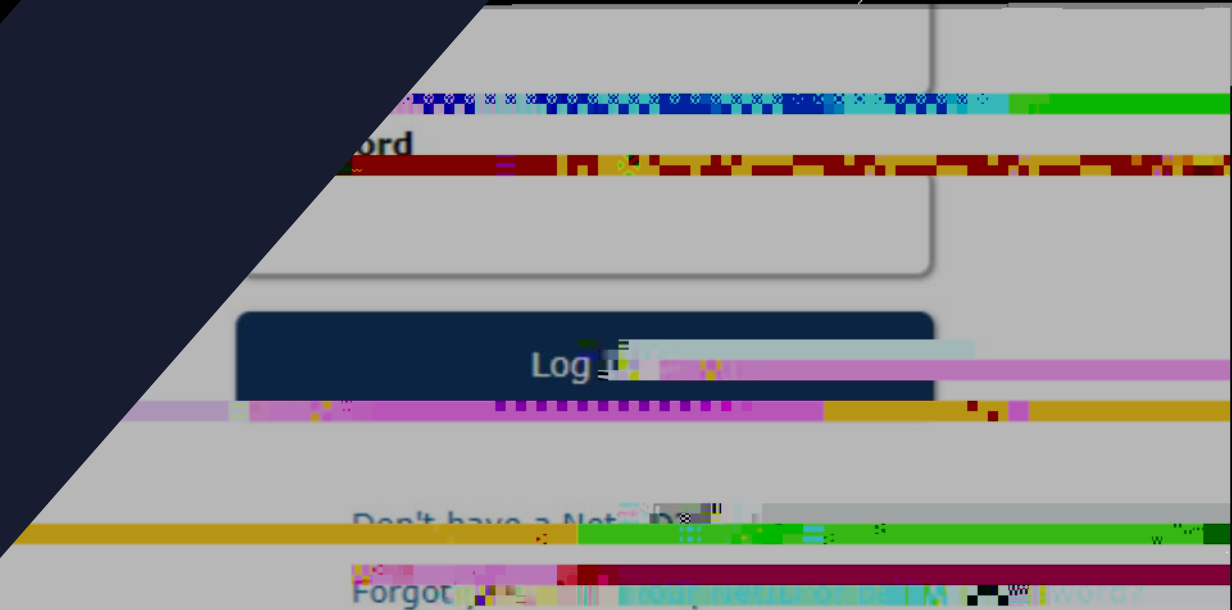


# STEP THREE

3/4 Once you have selected the Course  
)RUPOLQNRXOOEHSURPSWHE\  
4MHQV602Q

3/4 Please enter your existing NetID and  
SDVV8UG

**Note:** All users in CIM have been entered with  
their NetID in **lowercase letters**0HDVHHQVMH  
you enter you NetID in lowercase or you will be  
0DEOHWRHGWLWHPVLQWKH0VWHP



# STEP FOUR

¾ 2 QFH \RX KDYH VXFHV VIXOO\ ORJJHG LQWR WKH &RXUVH )RUP  
you may begin by pressing the **Propose New Course**  
EWWRO

¾ \$ QHZ ZLQGRZ ZLOO RSHQ DQG DOO &RXUVH )RUP <HOGV ZLOO EH  
EODQN

¾ Proceed through the Course Form and enter all applicable  
FRVHLOIRUPDWLRQ HDVHORWHWKDWDORUPHOG  
RWOLQHGUHGVDUHTXUHBOBOOEHOEHOEHW  
VPLWWRUNZIDUHTXUHBOGVQRWOOHGO

¾ ,I \RX KDYH HQWHUHG DOO WKH UHTXLUHG LQIRUPDWLRQ DQG  
XSORDGHG DOO DSSOLFDEOH DWDFKPHQWV \RX PD\ EHJLQ WKH  
curriculum cycle review process by pressing the **Start**  
:RUNEZ EWWRODWWKHERWWRPRIWKH(VH)RUP2QFH  
WKHUNZHIQVWKHBUWDDWHKDLURIRW  
BSDUWPHQWVFRROZOOEHQRWLHOKDWDVPLVLRQLV

categories to use:

# COURSE FORM OVERVIEW – PART 1

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# COURSE FORM OVERVIEW – PART 2

**Course Notes** — :KHQSUVHQQWVKHVHLQGFDFWHLIWKHFRVHLVDYDLODEOHDWZSURBOOHJHLILWLVDYDLODEOH2QOLOQRULIWKHRLVSHFDONHHTKUHPHQWVDVVRFLDWHLZWKWKHFRVH

**Note:** Course Notes that indicate priority registration for certain levels/plans will no longer be permitted in the calendar data (as the la 6.1 14J0050pr1e)-122-12r tPt115DR M02P0kPAT% WRDKHSURBOU00



# COURSE FORM OVERVIEW –

*f* Primary Component –

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# COURSE FORM OVERVIEW – PART 5

## Learning Hours —

™ /H DUQLQJ KRXUV VKRXOG EH FRQVLVWHQW ZLWK WKH SURSRVHG XXGUVW ZDGRUPDOOHHTXUH WRWRWDOOHDUQLOKRMV ROWDVN  
unit course XXGUVW ZDGRUPDOOHHTXUH WRWRWDOOHDUQLOKRMV ROWDVN

The **blue text** EHORZOOKHOSRWRBWHUPLOHSDWBLPDUDOSWLRODOFRPSRQHQWVQHHCWREHVHOHFWHBIDUOLHULQWKHIRUP

/ /HFVXHV (Usually used as a Primary Component)

PLQDUV (Usually used as a PrimaryPs aO(\$

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# COURSE FORM OVERVIEW –

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