

(submit one per proposal)



**JACKSON STATE UNIVERSITY**  
**Distance Education Decision-Making Unit**  
**Course Proposal Form**  
(to accompany Course Action Form)

Initiator \_\_\_\_\_

Department \_\_\_\_\_

HEGIS Code \_\_\_\_\_

CIP Code \_\_\_\_\_

**CHECK ALL THAT APPLY UNDER COMPLETELY ONLINE OR HYBRID:**

(Note: If students must take examinations/quizzes or receive credit in lieu of attendance via WebCT, the course must be approved by the Distance Learning DMU. Also, if any three of the course elements listed under “hybrid” will be distributed via WebCT, this form must be initiated.)

**Completely Online**

**Hybrid (Supplemental)**

- \_\_\_\_\_ New Course (will be offered completely online via **WebCT**)
- \_\_\_\_\_ Existing Course (will be offered completely online via **WebCT**)
- \_\_\_\_\_ New Course (will be offered using the **MIVN** system)
- \_\_\_\_\_ Existing Course (will be offered using the **MIVN** system)

- \_\_\_\_\_ WebCT will be used to deliver course elements as a supplement to my existing traditional course (Check all that apply.)
- \_\_\_\_\_ Assignments
- \_\_\_\_\_ Quizzes
- \_\_\_\_\_ Lectures
- \_\_\_\_\_ Papers
- \_\_\_\_\_ Chat Sessions
- \_\_\_\_\_ Email or other communications

If new or revised course, check all applicable references:

\_\_\_\_\_ Required    \_\_\_\_\_ Elective    \_\_\_\_\_ Restricted Elective    \_\_\_\_\_ General Education

**JSU CATALOG DESCRIPTION OF COURSE:**

**RATIONALE:**

**ATTACHMENTS**

- \_\_\_\_\_ Old Curriculum Sheet
- \_\_\_\_\_ Course Outline (DE)
- \_\_\_\_\_ Needs
- \_\_\_\_\_ New Curriculum Sheet
- \_\_\_\_\_ Bibliography
- \_\_\_\_\_ Other (itemize)
- \_\_\_\_\_ Extended Rationale