SKILLS COURSE APPROVAL FORM

(Check each skill to which your course will apply – check no more than two skills)

___ First-year Writing Requirement (circle one: expository / not expository)
___ Additional Writing Requirement (circle one: expository / not expository)
___ Oral Communication
___ Basic Quantitative Reasoning
___ Applied Quantitative Reasoning
___ Applied Research Techniques

Please attach a draft syllabus and provide information below

Course Subject: ______________ Course Number: ___________ (leave blank if new course)

Course Name: _________________________________________________________

Term(s) Taught: _________________________________

Instructor(s): ___________________________________________________________

Course Description:

Course Goals (Please refer to http://pressreg.hollins.edu/esp-general-education-program/ )

Assignments and Grading (Please refer to http://pressreg.hollins.edu/esp-general-education-program/ )

APPROVED BY: ___________________________ DATE: ___________________________

Instructor: _________________________________________________________________

Department Chair: _________________________________________________________

Coordinator of Skill Area: ___________________________________________________

Academic Policy Committee: ________________________________________________