[New Undergraduate Course Definition Template. Remove any instructions in square brackets before submission, including this one.]

THE UNIVERSITY OF THE WEST INDIES

FACULTY NAME HERE

DEPARTMENT NAME HERE

Proposal for Definition of a Course

COURSE TITLE: [Course Title]

SHORT COURSE TITLE: [Not longer than 30 characters including spaces for use in SAS]

SUBJECT CODE: [four characters, example - LITS]

COURSE NUMBER: [four digits, example - 1234]

LEVEL: UG [1 /2 /3]

EFFECTIVE TERM: [specify the year and semester in which the course takes effect/ first offering]

TERM BEGIN: [Semester in which the course begins]

TERM EXAMINED: [Semester in which the course is examined]

EQUIVALENT COURSE: n/a [change if applicable]

ACADEMIC CREDITS: 3 [adjust as applicable]

GRADE MODE: [Pass/Fail or Standard]

PREREQUISITE(S): [Course Codes & Titles]

# RATIONALE

[Why the course is needed/useful; what professional and/or academic needs are met by the course; NB keep it short and avoid speaking to course content here.]

# COURSE DESCRIPTION

[Brief outline of course content; where relevant, state how the course builds on its prerequisite(s)]

# LEARNING OUTCOMES

On successful completion of the course, students should be able to:

[PROVIDE NUMBERED LIST HERE; ensure that the content (as per the course description and course content) is sufficiently reflected in the learning outcomes, that learning outcomes are measurable, and appropriate to the course level]

# COURSE CONTENT

[Use bullets and sub-bullets or a numbered list of topics and sub-topics covered by the course; include between 5 and 8 main topics, each with a minimum of 2 sub-topics]

**TEACHING METHODS**

[Specify the combination of lectures, tutorials, labs, workshops or other schedule types and briefly describe the interactive and/or practical nature of the sessions as appropriate. N.B. All schedule types must be included]

**Contact and credits hours are as follows:** [adjust / remove / relabel schedule types and hours as needed]

|  |  |  |  |
| --- | --- | --- | --- |
| **Schedule Type** | **Duration (Number of weeks)** | **Contact Hours** | **Credit Hours** |
| Lecture | 13 | 26 | 26 |
| Tutorial | 13 | 13 | 13 |
| **Total:** | **13** | **39** | **39** |

# COURSE ASSESSMENT

[Provide breakdown in percentages;

* Where written work is involved, specify an approximate word limit;
* Where a test is involved, specify duration
* Where a final examination is involved, specify duration and use the term ‘written final examination’]

# COURSE READING

Required reading

Highly recommended reading

Recommended reading

### On-line resources