

**Credit (Jenzabar) Catalog Entry Form/Block Form**

**Course Code:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ **CIP Code:** \_\_\_\_\_

**Title** (Max Length: 70 Character Spaces): \_\_\_\_\_

**Short Title** (Max Length: 70 Character Spaces): \_\_\_\_\_

**Course Division** Choices: **Credit** or **Non-Credit:** \_\_\_\_\_

**School Code:** \_\_\_\_\_

Choices: (BH) Business and Health; (FS) Funeral Services; (HS) Humanities and Social Sciences; (MS) Mathematics and Science; and (NC) Non-Credit

**Department** (Institutional Division): \_\_\_\_\_

Choices: (AC) Arts and Communication; (BU) Business; (ES) Engineering Sciences and Applied Technology; (FS) Funeral Services; (HS) Health Sciences; (IN) Independent Study; (LA) Language and Literature; (MA) Mathematics; (SC) Science; (SS) Social Sciences, Behavioral Sciences and Human Services; and (EE) Non-Credit

**Advising Requirement Code** (ARC) - Registrar Completes: \_\_\_\_\_

**Credits: Fixed** or **Variable:** \_\_\_\_\_ **Lab: Yes** or **No:** \_\_\_\_\_

**Number of Credits:** \_\_\_\_\_ **Contact Hours** (Number of Hours): \_\_\_\_\_

**Repeatable for a better grade? Yes** or **No:** \_\_\_\_\_

**Repeatable Hours Allowed for Degree:** \_\_\_\_\_ **Enrollment Defaults:** Maximum: \_\_\_\_\_ Minimum: \_\_\_\_\_

**Grade Scale** Choices: **Credit** or **Non-Credit:** \_\_\_\_\_ (The current credit grade scale is GS – Grade Scale default)

**Grade Credit Type:** \_\_\_\_\_  
Choices: (DV) Developmental Education; (LT) Letter Grade; (PF) Pass/Fail; (GN) Non-Credit; or (XL) Lab-no grade

**Date Approved by Curriculum and Programs:** \_\_\_\_\_

**Active Date:** \_\_\_\_\_ **Inactive Date:** \_\_\_\_\_

**Satisfies General Education Requirement: Yes** or **No:** \_\_\_\_\_

If **yes**, list which General Educational area: \_\_\_\_\_  
Choices: Behavioral & Social Sciences; English Composition/Writing; Humanities & Fine Arts; Interdisciplinary Studies; Mathematics/Quantitative Reasoning; Natural or Physical Science

**Prerequisites:** \_\_\_\_\_ **AND** \_\_\_\_\_ **AND** \_\_\_\_\_  
OR \_\_\_\_\_ OR \_\_\_\_\_ OR \_\_\_\_\_

**Co-requisite:** \_\_\_\_\_ **AND** \_\_\_\_\_

**Course Description Change: Yes** or **No:** \_\_\_\_\_

**Course Description - Attach Approved Syllabus**  
(Max Length: 1500 Character Spaces)