

Short Course Form

For changes in an existing course (quarter/number/location/title/instructor)
Please refer to <http://senate.ucsf.edu/courseactions/tutorial.html> for further information

| School | | Department/Division | | | | | |
|--|-----------|------------------------------------|-----|-------------------------|------------|-----------------------|-----------------|
| Beginning quarter | Year | Subject (Dept. or Program Name) | | Number | Units | | |
| Title (60 characters maximum) | | | | | | | |
| Change in quarter | | Change in instructor(s) | | | | Change in location(s) | |
| Current: | Proposed: | Current: | | Proposed: | | Current: | Proposed: |
| FA | FA | Name | | Name | | Parnassus | Parnassus |
| WI | WI | | | | | SFGH | SFGH |
| SP | SP | Remove from course? | Yes | Faculty of record? | Yes | Mt. Zion | Mt. Zion |
| SU | SU | | No | | No | China Basin | China Basin |
| | | Payroll Title | | Payroll Title | | VA | VA |
| | | Department | | Department | | LHS | LHS |
| | | | | | | Mission Bay | Mission Bay |
| | | | | | | Fresno | Fresno |
| | | | | | | Other (specify: | Other (specify: |
| <p>Changes made in the section above (change in quarter, instructor and/or location) may be approved by the Registrar's office without the Committee on Courses of Instruction approval. Submit one copy with the original.</p> | | | | | | | |
| <p>Changes made in the section below (change in course title or course number) require the review and approval of the Committee on Courses of Instruction. Submit 14 copies with the original.</p> | | | | | | | |
| Change in course title (60 characters maximum) | | | | Change in course number | | | |
| Current: | | Proposed: | | Current: | | Proposed: | |
| | | | | | | | |
| <p>Justification for each change requested and Comments</p> | | | | | | | |
| <p> </p> | | | | | | | |
| Authorized by: | | | | Approved by: | | | |
| Chair of Department/Division's Signature | | School Curriculum Committee | | Dean of School | | | |
| Date | | Date | | Date | | | |
| <p>All Signatures above this line required prior to submission to the Registrar's office.</p> | | | | | | | |
| Approved by: | | Course catalog update by: | | Prepared by: | | | |
| Committee on Courses of Instruction | | Office of Admissions and Registrar | | Name | | Email address | |
| Date | | Date | | Date | Mail Box # | Phone # | |