

UCSF Office of Admission and Registrar

The following checked items require action before the attached course form can be submitted to the Academic Senate Committee on Courses of Instruction.

If you have questions, please contact Associate Registrar Jeff Harter at 476-3001

	School and/or Department/Division are not specified.
	Course Action not specified (new course, change in course or reinstatement of course).
	Effective quarter for the course creation/modification is either not indicated, or cannot be acted upon (i.e. the deadline for changes/additions to the requested quarter has passed).
	Quarter(s) in which the course is to be offered is not indicated.
	Course subject is not valid. See the list on the back of this form for valid subjects.
	Course subject is listed as INTERDEPT, but only one department is listed. Please provide the names of all departments involved, and obtain all Department/Division chair signatures.
	Course delivery location is not specified.
	Course prerequisites and/or restrictions are not indicated. (If there are none, write "None.")
	Minimum and maximum number of weeks is not specified.
	Ability to repeat for credit and/or ability to earn graduate academic credit is not specified.
	Instructor of record is not listed.
	Instructor of Record signature required.
	Course description is too long. Please edit to 500 characters or less. (Approx. 85 words.)
	Justification for modification to course not listed. Please provide reason for each change requested.
	Course grading convention is not specified.
	Department/Division chair's signature required.
	Curriculum Committee signature required.
	Dean's signature required.
	For General Course Forms: the 13 copies were not submitted (in addition to the original). (Not required for Short Course Forms or Course Deletion Forms.)
	Other; see notes below.

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Valid Course Subjects

ANATOMY	NURSING
ANE PERIOP	NUTRITION
ANTHROPOL	OB GYN R S
BIO MD INF	OPHTHAMOL
BIOCHEM	OR CRA FAC
BIOENGR	OR MX SURG
BIOMED SCI	ORAL MED
BIOPHRM SC	ORAL PATH
BIOPHYSICS	ORAL RAD
BIOSTAT	OROFAC SCI
CELL BIOL	ORTHO SURG
CHEMISTRY	ORTHODONT
CL PHARM	OTOLARYN
COMP CARE	PATHOLOGY
CRAN ANOM	PED DENT
DEN PUB HL	PEDIATRICS
DENT HL ED	PERIODONT
DENT HYG	PHARM CHEM
DENTALSCI	PHARMACOL
DERMATOL	PHARMGENOM
ENDOCRINOL	PHYS THER
ENDODONTIC	PHYSIOLOGY
EPIDEMIOLOG	PRV RS DEN
FAM CM MED	PSYCHIATRY
GENETICS	PSYCHOLOGY
HIST HL SC	PT CN CARE
INTERDEPT	RAD ONCOL
LAB MED	RADIOLOGY
MEDICINE	RESTOR DEN
MICROBIOL	SCIMETHODS
NEURO SURG	SOCIOLOGY
NEUROLOGY	SURGERY
NEUROSCI	UROLOGY