Course Change Request
Indiana University
Port Wayne Campus

Check appropriate boxes: Undergraduate credit [ ] Graduate credit [ ]
Professional credit [ ]

1. School/Division: School of Education
   Academic Subject Code: EDUC
   Current Course Number: X210
   Current Credit Hours: 2
   Current Title: X210 Career Planning
   Effective Semester/Year for changes listed below: Spring 2012
   Instructor: Career Services Staff

Type of Change Requested (Check appropriate boxes and indicate changes)

[ ] 8. Change course number to: ____________________________
   (must be cleared with University Enrollment Services)
   Change to:
   Recommended abbreviation (optional)

[ ] 10. Current credit hours fixed at: ________
   Change to credit hours fixed at: ________
   or variable from: ________ to ________
   or variable from: ________ to ________

[ ] 11. Current lecture contact hours fixed at: ________
   Change to lecture contact hours fixed at: ________
   or variable from: ________ to ________
   or variable from: ________ to ________

[ ] 12. Current non-lecture contact hours fixed at: ________
   Change to non-lecture contact hours fixed at: ________
   or variable from: ________ to ________
   or variable from: ________ to ________

[ ] 13. Is this course currently graded with S-F (only) grades? Yes [ ] No [ ]
   Change to S-F (only) grading? Yes [ ] No [ ]

[ ] 14. Does this course presently have variable title approval? Yes [ ] No [ ]
   Is variable title approval being requested? Yes [ ] No [ ]

[ ] 15. Is this course being discontinued? For all campuses [ ]
   or for this campus only [ ]

[ ] 16. Current course description:
   This is an opportunity for students to inventory and expand their knowledge of the career development process. We will investigate how and why we make the decisions we do about our future and the world of work. Students will not be given easy solutions, but will be asked to seek optimum methods through self-examination and exploration.
   Change course description to (not to exceed 50 words) Students will engage in the career planning process in order to be better prepared to choose a major and a related career path. Students will take interest and personality assessments, examine their skills and values, complete occupational research and learn how various careers connect with IPFW majors.

17. Justification for change: Additional course proposed - X210

(Use additional paper if necessary)

18. Are the necessary reading materials currently available in the appropriate library?

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of this course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by: __________________________
Department Chairman/Division Director
Date: __________

Approved by: __________________________
Dean
Date: __________

Department/Division Director
Date: __________

Dean of Graduate School (when required)
Date: __________

Chancellor/Vice-President
Date: __________

University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

University Enrollment Services Final-White; Chancellor/Vice-President-Blue; School/Division-Yellow;
Department/Division-Pink; University Enrollment Services Advance-White