



COP Pilot Course Proposal Form

Summer/Fall/Winter/Spring (circle) of 201_____

Subject Code (Ex: ENG, PSY, EDU)	
Course # (specify recommended range)	1__ 2__ 3__ 4__ 5__
Title (30 characters total including spaces)	
Credits	
Campus (Biddeford, Portland, Morocco, Seville, Online)	
Grade Mode (Standard or Pass/Fail)	
Max Cap	
Meeting Dates/Times (can't be guaranteed)	
Instructional Academic Requirement (Ex: Smart Board, Mounted Display Screen, Tiered Classroom)	
Instructor (Including PRN)	
Course Fee	
Notes/Comments to be displayed on U-Online	
Course Description	**ATTACH ELECTRONICALLY**

PILOT Courses may only be taught for 1 Semester. Before the course is taught a second time, it must be approved as a NEW course and published in the Catalog.

Please have all boxes completed, an electronic copy of the course description attached and all signatures obtained before sending to the Curriculum/Academic Affairs Committee.

Once completely approved, please Scan and Email along with the Electronic Course Description to the Registrar's Office:

Aubrey Heller- Assistant Registrar
aheller@une.edu (207)221-4245

Degree Program Attributes (Ex: ADV, EXP)	
Field of Study Restrictions (Majors & Minors)	
Class Restrictions (Freshman, Sophomores, Juniors, Seniors)	
Pre-Requisites (Include Minimum Grade needed)	
Co-Requisites (Include Subject & Course Number)	
Other (Ex: College, Level, Campus)	

Cross Listed (Yes/No)	
<i>If Yes- with what? (Include CRN, Subject, Course Number and Section)</i>	
<i>Total Cap between both Sections</i>	

Instructor Signature:

**Department Chair
Signature:** _____

**Dean
Signature:** _____

**Curriculum/Academic Affairs Committee
Rep:**
