**SKYWARD DISTRICT NEW COURSE REQUEST**

*Must be completed and attached to New Course Request Form*

**Course Title: ­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Level (ES/MS/HS): \_\_\_\_\_\_\_**

* **Course Area for Transcript / Graduation Requirements**

**Check one:**

* **Reading (ES Only)**
* **English**
* **Math**
* **Science**
* **Social Studies/Civics**
* **Fine Arts**
* **Career and Technical Education**
* **Information Technology**
* **Physical Education/Health**
* **World Language**
* **Elective**
* **Length of course?**
  + **Year Long**
  + **Semester**
  + **Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Is this a core Course?** 
  + **Yes**
  + **No**
* **Is this a Required course or Elective?** 
  + **Required**
  + **Elective**
* **Course Type?**
  + **Regular**
  + **AP**
  + **Honors**
  + **Concurrent Enrollment (college course taught at the high school)**
  + **Dual Enrollment (college course taught at the college)**
* **Number of Graduation / Transcript Earned Credits \_\_\_\_\_\_\_**
* **Number of GPA credits \_\_\_\_\_\_\_**
* **Number of College credits\_\_\_\_\_\_\_\_**
* **The college in which credits are earned \_\_\_\_\_\_\_\_**
* **School year course is to begin (example: 2018-19) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*To be completed by T&L administrators only:*

* **SCED Code: \_\_\_\_\_\_\_\_\_\_\_ Skyward Course Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Submitted By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**Signature of administrators authorizing course:**

***Supervisor of Scheduling and Counseling***

*Name: \_Gina Silvia\_\_\_\_\_\_\_\_\_*

*Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

***Executive Director***

*Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

***Executive Director of Curriculum and Instruction***

*Name: Cameron Berube*

*Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

***Chief Academic Officer***

*Name: Thomas Flanagan*

*Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*