

Course Catalog Topics Form (CCT)

This form is used for creating course topics.

School/College

Term/Year

Subject Area		Catalog Number (x5xx)	
Formal Topic (50 spaces or fewer)	Abbreviated Topic (30 spaces or fewer, appears on transcript)		
Topic Description (450 spaces or fewer)			
Credit Hours			
Topic Component Select from dropdown	Will this topic have a required Discussion, Lab, Studio or Workshop?		
Repeat for Credit	<input type="checkbox"/> Yes (Select this option if you wish to enable students to take this topic multiple times for credit toward the degree) <input type="checkbox"/> No (This topic is not repeatable for credit)		
Justification/Comments			

Required for Submission

Is there an associated (under)graduate course meeting simultaneously?
(If yes, both syllabi must be submitted with the CCT)

Yes No

If yes, (under)graduate catalog number is

Name of Person Submitting Form

Department

Contact Email

Contact Phone

Arts & Sciences Only

The section below is to be completed by the Department and sent to the College or Graduate Arts & Sciences representative.

College Only	
Literacies	<input type="checkbox"/> World Languages <input type="checkbox"/> First Writing Requirement OR <input type="checkbox"/> Second Writing Requirement <input type="checkbox"/> Quantitative, Computational, & Data Analysis Courses can only satisfy the First Writing or the Second Writing Requirement, but not both. Courses that fulfill the 'Quantitative' Literacy Requirement, can't fulfill the Disciplines Requirements.
Disciplines (Maximum of 2)	Please refer to http://as.virginia.edu/disciplines for definitions for each category. Please note: Courses requesting two categories must include a syllabus. <input type="checkbox"/> Artistic, Interpretive & Philosophical Inquiry <input type="checkbox"/> The Chemical, Mathematical & Physical Universe <input type="checkbox"/> Cultures & Societies of the World <input type="checkbox"/> Historical Perspectives <input type="checkbox"/> Living Systems <input type="checkbox"/> Science & Society <input type="checkbox"/> Social & Economic Systems

Graduate Arts & Sciences Only (for instructions see the DGS Guide)	
Name of Course Instructor	
Does the Instructor hold a tenured or tenure-track appointment of the Faculty of Arts and Sciences?	<input type="checkbox"/> Yes <input type="checkbox"/> No