

# Essential Studies Course Approval Process

1. The following procedures apply for approval of, or changes to, Essential Studies courses.
2. The initiator will submit to CPC:
  - a. New Course Request Form or Course Change Form
  - b. Essential Studies Course Approval Form
  - c. A complete and detailed syllabus including course outcomes
  - d. A draft assignment designed to assess the designated ESLO criteria

Initiator

Department Chair

Curriculum  
Planning  
Commission

ESLO Committee(s)