

## Course Syllabi Requirements

Each Dual Credit instructor must submit their Course Syllabi once a year to the Educational Partnerships Office. Syllabi must include the below requirements.

Course Title (must match include UCC course title):

Course Number:

Credit:

Institution: UCC/HS

Date/Time of course:

Type of Program:

Instructor Name and Contact Info:

Office Hours:

Course Description:

Course Objectives:

Length of Course:

Grading Method:

Methods of Evaluation:

Grading %:

Required Text:

Student Learning Outcomes:

Major Topic Outline (by week):

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Course Policies:



HS Instructor: \_\_\_\_\_ School: \_\_\_\_\_

HS Title: _____	Course Text: _____
UCC Title: _____	Course No.: _____ Course Credits: _____

The UCC faculty representative acknowledges that the UCC course(s) listed above align(s) in content, outcomes and assessment with the equivalent high school course(s), communicates changes in curriculum to the HS faculty and facilitates collegial interaction.

\_\_\_\_\_  
 UCC Faculty Representative (print)      Signature      Date

HS Title: _____	Course Text: _____
UCC Title: _____	Course No.: _____ Course Credits: _____

The UCC faculty representative acknowledges that the UCC course(s) listed above align(s) in content, outcomes and assessment with the equivalent high school course(s), communicates changes in curriculum to the HS faculty and facilitates collegial interaction.

\_\_\_\_\_  
 UCC Faculty Representative (print)      Signature      Date

HS Title: _____	Course Text: _____
UCC Title: _____	Course No.: _____ Course Credits: _____

The UCC faculty representative acknowledges that the UCC course(s) listed above align(s) in content, outcomes and assessment with the equivalent high school course(s), communicates changes in curriculum to the HS faculty and facilitates collegial interaction.

\_\_\_\_\_  
 UCC Faculty Representative (print)      Signature      Date