



NEW COURSE CODE REQUEST APPLICATION

DEPARTMENT OF PUBLIC INSTRUCTION
TEACHER AND SCHOOL EFFECTIVENESS
SFN 60065 (11/2011)

RETURN TO:
Department of Public Instruction,
Teacher and School Effectiveness
600 East Boulevard Ave., Dept. 201
Bismarck, ND 58505-0440
Fax: (701) 328-0201

Note: Complete a separate application for each new course area being requested.

Section A. Provide the following school information.

School Name	LEA Name	County Number	LEA Number	School Number
Mailing Address		City	State	ZIP Code
Superintendent Name	E-Mail Address		Telephone Number	
Principal Name	E-Mail Address		Telephone Number	
Name of Person Submitting Request	E-Mail Address		Telephone Number	Date

Section B. Provide the information below for the new course code request.

1. Is the proposed course an additional level to an existing state course code identified in the PK-12 Course Codes and Descriptions (http://www.dpi.state.nd.us/resource/corscode/initial-page.shtm)? <input type="checkbox"/> Yes <input type="checkbox"/> No
2. What is the title of the proposed course?
3. To which grade levels will this course be taught?
4. If the grade level in number 3 includes any grades 7-12, please identify the content area of the proposed course (example: social studies, science, physical education, fine arts, etc.).
5. Indicate how long this course would be taught. <input type="checkbox"/> Nine Weeks <input type="checkbox"/> Semester <input type="checkbox"/> Full Year
6. Describe the content of the proposed course.
7. Does the content of the proposed course align with the state content standards? <input type="checkbox"/> Yes <input type="checkbox"/> No

For Department Use Only

Approved <input type="checkbox"/> Yes <input type="checkbox"/> No	School Year Course is Effective	
Signature and Title of Department Official	Date	Telephone Number