Core Curriculum

**STUDY-TRAVEL Course Submission Form**

NOTE: Study-Travel programs must be proposed and approved through the International Program Center. A copy of that proposal must accompany this submission.

Departments may propose temporary Study-Travel courses (domestic or abroad) to the Core Curriculum Committee to be used in designated Core Curriculum categories. The proposal must include the following information (see form, below):

* A copy of the Study-Travel proposal for the International Program Study (both domestic and abroad)
* Course prefix and number, from list
* Course title: “Study-Travel: Subtitle”
* Course credits
* Course description
* A syllabus, including travel destination/s and times
* The completed form for the appropriate Liberal Education category

**Course Prefixes and Numbering**

The following All-University course numbers are dedicated for Study-Travel courses. Each category has its own set of numbers. This allows the courses to be included in DARS programming.

Goal Area 3 Natural Science

* Dept. Prefix 1951 or 2951

Goal Area 4 Mathematics/Logical Reasoning

* Dept. Prefix 1952 or 2952

Goal Area 5 History/Social & Behavioral Sciences

* Dept. Prefix 1953 or 2953

Goal Area 6 Humanities & the Arts

* Dept. Prefix 1954 or 2954

Goal Area 7 Human Diversity

* Dept. Prefix 1955 or 2955

Goal Area 8 Global Perspective

* Dept. Prefix 1956 or 2956

Goal Area 9 Ethical & Civic Responsibility

* Dept. Prefix 1957 or 2957

Goal Area 10 People & the Environment

* Dept. Prefix 1958 or 2958
(Note: Requires approval by P & E director.)

Goal Area 11 Performance & Participation

* Dept. Prefix 1959 or 2959

# Submission Process

|  |  |
| --- | --- |
| **Routing for Liberal Education Study-Travel Courses** | **Signature Required** |
| Course Proposer | X |
| Department Chair | X |
| Dean | X |
| *Category Ten Only:*Director, People & the Environment | X(Category Ten Only) |
| Core Curriculum Director | X |

|  |  |
| --- | --- |
| Notification of Acceptance or Rejection of Department | By Core Curriculum Director |

# CORE CURRICULUM STUDY-TRAVEL COURSE SUBMISSION FORM

Course title (Study-Travel: Subtitle):

Course prefix and number (from Study-Travel list)

Core Curriculum Goal Area applied for:

Course credits:

Course description:

REQUIRED ATTACHMENTS

1. A syllabus, including travel destination/s and times.

2. Signatures and Contact Person page (see below).

3. The completed form for the appropriate Core Curriculum Goal Area (see Categories/Competencies Forms link on [Liberal Education Forms](http://www.bemidjistate.edu/bsufa/START/LibEdForms/LibEd_Forms_question.html) screen).

# Core Curriculum Study-Travel Course Signatures and Contact Person

**Originator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_**

 Name Typed Signature Date

**Department Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_**

 Name Typed Signature Date

**Dean: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_**

 Name Typed Signature Date

***People & the
Environment
Only*, Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_**

 Name Typed Signature Date

**Core Curriculum
Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_**

 Name Typed Signature Date

Person for Core Curriculum Committee to contact for further information:

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

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**BSU Box #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**