

Worksheet - Request to Revise a Course for Online only

** Place your pointer on the underlined fields and start typing into fill in text, **
OR use an X or a number to fill in "check-box" or numbered fields.

Online Course Information: Review the [General Rules and Policies Governing Courses of Instruction](#) Remote Learning information. A syllabus is required for a Revise a course if you are requesting the course to be considered for online or remote learning.

UCR Only: UCR students only

ILTI/UCOP Funded: cross-campus enrollment

MSOL

CRS COURSE INFORMATION REQUIRED: Modality update to include ONLINE info.

Subject: 2 to 4 characters approved by the Committee on Courses.

Course number:

Course Long Title: Maximum length is 100 characters. The students will see the long title in the Schedule of Classes.

Course Short Title: Maximum length is 30 characters. The students will have this title listed on their transcripts. This title will also appear in SSASECT.

Course Type:

Standard Course

Standard Course with Topics

Umbrella with title in description

Umbrella without title in description

E-Z segment (segment is not listed within the umbrella description)Standard Course

Effective term: (Quarter and Year) - Deadlines for submission of Course Proposal see the Committee on Courses website.

No Other Changes Required; if other changes required please use the Worksheet "Revise a Course (pdf)".

Syllabus information:

Syllabus: Provide a syllabus for the ONLINE Modality change. Attach to an email or enter here. Please see the [Faculty Checklist](#) on page three to help with your syllabus for Online changes include ange, cross-listed change, and description changes that changes the content of the course.

Syllabus for an online course already approved as in-person.

1. Please provide an online syllabus that includes
 - a. Technical requirements
 - b. Synchronous or Asynchronous instruction or options for either
 - c. eLearn/Canvas testing, materials, and other requirements to support online capabilities.
 - d. How will the course be accessed by students

Yes

No

Provide a Justification for each change made in an Online Revise a Course: A justification is required for each change. Enter all justifications in the box below or provide a document that lists all justifications needed for the revise a course worksheet.