To propose an inclusion of an existing district course at another college please submit this form and the documents outlined below to your college Coordinator and the District Technical Review Committee via TechReview@rccd.edu . The proposal will then be routed through the Curriculum Review process and submitted to the State Chancellor’s Office if appropriate.

**COURSE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**OFFICIAL COURSE TITLE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**College Proposing Inclusion:**[ ]  **Moreno Valley College** [ ]  **Norco College** [ ]  **Riverside City College**

**College(s) Which Currently Offer Course:**[ ]  **Moreno Valley College** [ ]  **Norco College** [ ]  **Riverside City College**

**Required Documents**

|  |  |  |
| --- | --- | --- |
| **✓** | **Coord Use✓** | **Document** |
|  |  | Discipline Notes* Indicates communication amongst the district-wide discipline
* Indicates the discipline’s support of the program
 |
|  |  | Department Notes* Indicates the college department’s support of the program
 |
|  |  | Rationale (this information will be presented to the Board of Trustees, College and District Administration, Curriculum Committees, and state Chancellor’s Office)* Rationale for including this course
 |

***Curriculum Staff Use Only:***

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Rcvd by Coord** | **Sbmtd to TR** | **TR** | **College** | **DCC** | **Cabinet** | **Committee** | **Board** | **COCI** | **Colleague** | **Meta** | **Catalog** |
|  |  |  |  |  |  |  |  |  |  |  |  |

**Notes:**