## Appendix F. Sample Course Modification Request

**College of Micronesia-FSM**

**Course Modification Request Form**

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| Course title and number: ED 110 Introduction to Professional Teaching | Division: Education | Initiator: Rosalinda DM. Bueno | Date initiated: February 2018 |
| Suggested revision(s) and justification(s) for each: ED 110 Introduction to Professional Teaching has been revised to include the newly proposed AA in Pre-teacher Preparation Program Learning Outcomes, to be consistent with the revised course description and course learning outcomes, and to be aligned with the COM-FSM Curriculum Committee’s approved course outline format. |
| Summary of consultation within the division: In January 2018, members of the education division faculty system wide attended an education curriculum alignment workshop held at the COM-FSM National Campus. Participants were assigned to either revise or create course outlines in the proposed Bachelor of Science Degree in Elementary Education. This proposed revised outline was sent to all the said workshop participants for comments and input. Comments received were considered in the final course revision.  |
| Summary of consultation with other campuses where this course is taught: See above |
| Instructional Coordinator/ Director signature: | Date submitted: |
| Decision reached by CC: [ ] Approved [ ] Not approved |
| If not approved, reasons for disapproval: |
| CC Chair signature: | Date submitted to VPIA: |
| VPIA Signature: | Date signed: |