



# NEW COURSE REQUEST

*Form must be filled out for all new courses. Forward all forms to Brian Mikolazyk  
Fax (508) 676-7830 bmikolazyk@fallriverschools.org Phone (508) 742-5187*

Course Name \_\_\_\_\_ Department \_\_\_\_\_

Requesting Staff \_\_\_\_\_ E-Mail \_\_\_\_\_

Academic Level \_\_\_\_\_ Credit Level \_\_\_\_\_ Weight \_\_\_\_\_ (weight is always 10 x the credit)

**EPIMS Information (Required)**

**Subject Area – Course Code # \_\_\_\_\_ Grade Level \_\_\_\_\_**

- ♦ All courses need to correspond to a federal Subject Area – Course Code and Grade Level. Visit [www.fallriverschools.org/epims.cfm](http://www.fallriverschools.org/epims.cfm) to see the updated list of the federal course catalog. **Form will not be processed without this information.**
- ♦ All courses need a grade level. Use “99” if the course applies toward multiple grades. Use “88” if the course is Special Needs.

**Description of Course AND Standards (Use additional pages as needed)**

**Financial**

Funding Source of Course \_\_\_\_\_ Anticipated New Cost \_\_\_\_\_

New Textbooks \$ \_\_\_\_\_ New Materials \$ \_\_\_\_\_

**Office of Instruction**

Status \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

X2 Course Catalog # \_\_\_\_\_

1/7/2008