

## Academic Affairs Syllabus Minimum Requirements

### Syllabus - Minimum Requirements

Course proposals require a syllabus\* to be attached under Documents in the proposal. Special Topics and Blanket Numbered courses do not require syllabus to be submitted with the proposal. All syllabi should include the following information:

- **Course Name:** For example, Introduction to Statistics
- **Course Number:** For example, ST 101
- **Course Credits:** Include the number of hours the course meets per week/term in lecture, recitation, laboratory, etc. In the case of online courses, please comment on the number of hours on average that students will interact with course materials. For example, "This course combines approximately 90 hours of instruction, online activities, and assignments for 3 credits."
- **Prerequisites, Co-requisites and Enforced Prerequisites:**  
See the following link to Prerequisite Enforcement from the Office of the Registrar: <http://oregonstate.edu/registrar/prerequisite-enforcement>.
- **Course Description:** This should be 100 words or less.
- **Course Content:** Include concise outline of topics and/or activities.
- **Course Specific Measurable Student Learning Outcomes:** See [Student Learning Outcomes](#) for a definition and instructions. (For 4XX/5XX courses, list appropriate distinctions in outcomes, instructional opportunities, and evaluation procedures between the 4XX and 5XX versions of the course.) For online (Ecampus) courses, student learning outcomes must be identical to those in the on-campus course, even though the mode of delivery and course content might differ.

<http://oregonstate.edu/admin/aa/apaa/academic-programs/curriculum/curricular-policies-and-procedures#114>