INTERNAL DEPARTMENT WORKSHEET

NOTE: This worksheet is provided for use within your department.
All courses must be submitted to the Registrar's Office using the Course Submission link on CLIQ

Course Number	Title ***100 Characters and Spaces Total**	Days/Times Preferred (Faculty Approved Time Slots found here)	Room Requests	Professor's Name	**FALL ONLY** Spaces Saved For First Year Students	Attributes	Special Information

- **Attributes**:

Appropriate for First Year FY	Lab Sciences DV3	Sustainability Connections SCON
Arts DV1C	Quantitative Reasoning QR	Sustainability Investigations SINV
Global Diversity GD	Service Learning SL	US Diversity US
Humanities DVHM	Social Sciences DV2	Writing in the Discipline WID

- **Special Information EXAMPLES:**
  FLIC: German
  Cross-listed with RELG 250-01
  Part of a Mosaic

- **Room Request EXAMPLES:**

Seminar room SEM	White Board WHBR	TV
Lecture room LECT	PC computers PC	DVD
Lab LAB	Mac computers MAC	VCR
Smart classroom SMCL		