

**BETHUNE-COOKMAN UNIVERSITY  
ACADEMIC AFFAIRS OFFICE**

**COMMON STANDARD COURSE OUTLINE**

Course \_\_\_\_\_  
Title Prefix Number Credit Hours Semester

Date \_\_\_\_\_

**FORMAT REQUIRED BY BETHUNE-COOKMAN UNIVERSITY:**

1. Instructor/Professor name, contracted title, and content information including office phone and location, e-mail address, and office hours.
2. Prerequisite courses.
3. Course description as listed in the most recent College Course Catalog.
4. Textbook(s) and required materials.
5. Main course Goal.
6. Impact on BCU Mission and Institutional Student Learning Outcomes (ISLOs) - Through the attainment of the course student learning objectives (CSLOs), students will acquire knowledge, skills and competencies outlined in the Institutional Student Learning Outcomes, School Student Learning Outcomes (SSLOs) and Program Student Learning Outcomes (PSLOs) . The Course Student Learning Objectives fully support the University Mission and Core Values as stated in the Strategic Plan; as well as, the School Goals.
7. Program Student Learning Outcomes (PSLOs) addressed in Course Learning Objectives.
8. Course Student Learning Objectives and Measurements. (Include Matrix of Alignment with ISLOs, SSLOs, PSLOs, Strategic Goals and School Goals,
9. General Requirements.
10. Methods of Instruction.
11. Topical outline with activities/assignments.

12. Technology (demonstrate knowledge of computer technology in applying skills to course content).
13. Assessment/Evaluation/Grading scale.
14. Bibliography.