

2015-16 Course Approval Flowchart

I. Statement of identified need for course (NEWcoursecatalog)



Each proposal to change, delete, or create a course is reviewed at each of the steps below. If it is approved, then it is forwarded to the next review body. The course approval process at TUSD aims to support creation of courses which improve student course offerings, strengthen Advanced Learning Experiences for students, and provides varied enrichment opportunities for students. All course proposals will be carefully reviewed for alignment to Arizona's College and Career Ready (AZCCR) Standards and TUSD's Curriculum Framework.

New Course Submission Date	New Course ID Issued	School Year
January 2015 - June 2015	October 2015	16-17
July 2015 - December 15	October 2016	17-18
January 2016 - June 2016	October 2017	18-19
July 2016 - December 2016	October 2018	19-20

- II. Complete and submit

 TUSD Course Proposal

 Form attaching the 4

 required Documents
- 1. Course syllabus
- 2. Scope/Sequence (if applicable)
- 3. Curriculum Map (if applicable)

Approved with Course Code

4. Staffing

V. Reviewed by Assistant
Superintendent of
Curriculum



VI. Submitted to Governing Board for approval



III. Sr. Director of Curriculum reviews submitted proposal in conjunction with content area specialist



Denied-resubmit option

1 - 2 weeks



IV. Initiator notified of approval and next steps

2 weeks





VII. Submit for course competency approval to AZ Board of Regents

4 weeks