



**SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS**

New Course Request

Use this form to request a new common or unique course. Consult the system course database through for information about existing courses before submitting this form.

NSU

SOE/Special Education

Institution

Division/Department

Michael W. ...

Institutional Approval Signature

10/17/2023

Date

Section 1. Course Title and Description

If the course contains a lecture and laboratory component, identify both the lecture and laboratory numbers (xxx and xxxL) and credit hours associated with each. Provide the complete description as you wish it to appear in the system course database, including pre-requisites, co-requisites, and registration restrictions.

Prefix & No.	Course Title	Credits
SPED 712	Introduction to Intellectual Disability, Autism, and Developmental Disabilities	3

NOTE: The Enrollment Services Center assigns the short, abbreviated course title that appears on transcripts. The short title is limited to 30 characters (including spaces); meaningful but concise titles are encouraged due to space limitations in the student information system.

Course Description

The course is an introduction to intellectual disabilities, autism, and developmental disabilities. The course will cover the unique characteristics of each of these areas and the educational needs of students.

NOTE: Course descriptions are short, concise summaries that typically do not exceed 75 words. DO: Address the content of the course and write descriptions using active verbs (e.g., explore, learn, develop, etc.). DO NOT: Repeat the title of the course, layout the syllabus, use pronouns such as "we" and "you," or rely on specialized jargon, vague phrases, or clichés.

Pre-requisites or Co-requisites (add lines as needed)

Prefix & No.	Course Title	Pre-Req/Co-Req?

Registration Restrictions

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Section 2. Review of Course

2.1. Will this be a unique or common course (place an "X" in the appropriate box)?

Unique Course

If the request is for a unique course, institutions must review the common course catalog in the system course database to determine if a comparable common course already exists. List the two closest course matches in the common course catalog and provide a brief narrative explaining why the proposed course differs from those listed. If a search of the common course catalog determines an existing common course exists, complete the Authority to Offer an Existing Course Form. Courses requested without an attempt to find comparable courses will not be reviewed.

Prefix & No.	Course Title	Credits
SPED 735	Autism Spectrum Disorders	3
SPED 715	Cognitive Disabilities	3

Provide explanation of differences between proposed course and existing system catalog courses below:

The two existing courses above are included in specialization programs at USD, so provide extensive, in-depth information in each area. This new course will be an optional course for the master's degree at Northern, so will provide an overview of each area since Northern's program provides a generalist preparation.

Common Course *Indicate universities that are proposing this common course:*

BHSU DSU NSU SDSMT SDSU USD

Section 3. Other Course Information

3.1. Are there instructional staffing impacts?

No. Replacement of _____
(course prefix, course number, name of course, credits)
*Attach course deletion form

Effective date of deletion: [Click here to enter a date.](#)

No. Schedule Management, explain below: Course rotation

Yes. Specify below:

3.2. Existing program(s) in which course will be offered (i.e., any current or pending majors, minors, certificates, etc.):

The course will be available to students in the master's degree in special education program.

3.3. Proposed instructional method by university (as defined by [AAC Guideline 5.4](#)):

E - Seminar

If requesting an instructional method that is exempt from the [Section Size Guidelines](#), please provide a brief description of how the course is appropriate for the instructional method, as defined in AAC Guidelines.

3.4. Proposed delivery method by university (as defined by [AAC Guideline 5.5](#)):

N15 - Online Asynchronous

3.5. Term change will be effective: Summer 2024

3.6. Can students repeat the course for additional credit?

Yes, total credit limit: _____ No

3.7. Will grade for this course be limited to S/U (pass/fail)?

Yes No

3.8. Will section enrollment be capped?

Yes, max per section: 20 No

3.9. Will this course equate (i.e., be considered the same course for degree completion) with any other unique or common courses in the common course system database?

Yes No

If yes, indicate the course(s) to which the course will equate (add lines as needed):

Prefix & No.	Course Title

3.10. Is this prefix approved for your university?

Yes No

If no, provide a brief justification below:

Section 4. Department and Course Codes (Completed by University Academic Affairs)

4.1. University Department: Psychology and Counselor Education

4.2. Banner Department Code: NPCE

4.3. Proposed [CIP Code](#): 131001

Is this a new CIP code for the university? Yes No