CBM003 ADD/CHANGE FORM

1. Department: MCL
   College: CLASS

2. Person Submitting Form: Maria Elena Solano
   Telephone: 3-3952

3. Course Information on New/Revised course:
   - Instructional Area / Course Number / Long Course Title:
     SPAN / 3312 / FUNDAMENTALS OF ENGLISH/SPANISH TRANSLATION
   - Instructional Area / Course Number / Short Course Title (30 characters max.):
     SPAN / 3312 / FUNDAMENTALS OF ENGLISH/SPANISH TRANSLATION
   - Code: 1000 Level: 3 Text Hrs: 3 Lab Hrs: 0

4. Justification for adding/changing course: To meet instructional needs of students

5. Was the proposed/revised course previously offered as a special topics course? ☐ Yes ☐ No

   If Yes, please complete:
   - Instructional Area / Course Number / Long Course Title:
     ☐ / ☐ / ☐
   - Content ID: ☐ Start Date (yyyyy): ☐

6. Is this course offered for undergraduate credit only? ☐ Yes ☐ No

7. Authorized Degree Program(s): BA
   - Does this course affect major/minor requirements in the College/Department? ☐ Yes ☐ No
   - Does this course affect major/minor requirements in other Colleges/Departments? ☐ Yes ☐ No
   - Are special fees attached to this course? ☐ Yes ☐ No
   - Can the course be repeated for credit? ☐ Yes ☐ No

8. Grade Option: Letter (A, B, C, ...) Instruction Type: lecture

9. If this form involves a change to an existing course, please obtain the following information from the course inventory: Instructional Area / Course Number / Long Course Title
   ☐ / ☐ / ☐
   - Start Date (yyyyy): ☐ Content ID: ☐

10. Proposed Course Description:
    - Prerequisites: SPAN 3301 or 3307 and 3302 or 3308
      Development of fundamental skills in translating texts from a variety of genres from English into Spanish and vice versa.

11. Dean's Signature: ______________________________ Date: ____________________

Print/Type Name: Sarah Fishman

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