

Master Syllabus Template for Non-Core Courses

SOUTH TEXAS COLLEGE

Division of Name of Division

Department Name Master Syllabus

Semester & Year

Chair's (Author's) Information:

1. Name of Chair: Name of Chair or Author
2. Office Location: Building/Room#/Campus
3. Telephone #: (xxx) xxx-xxxx
4. FAX #: (xxx) xxx-xxxxx (FAX Location)

5. E-mail Address: address@southtexascollege.edu

Course Information:

1. **Course Name:** Course Name

2. **Course #:** Course #

3. **Catalog Course Description:** Verbatim catalog course description from the most recent STC catalog.

4. **Prerequisites:** Verbatim as listed in the most recent STC catalog

5. Departmental/Program Learning Outcomes:

(List Program student learning outcomes to be used for SACS Assessment)

- _____
- _____
- _____
- _____
- _____

6. Course Learning Outcomes: (Learning Outcomes developed for the specific course as written by the Department or Instructor)

- _____

- _____
- _____
- _____
- _____

7. Departmental Course Requirements, Evaluation Methods, and Grading Criteria:

8. Required Textbook & Resources:

SCANS Information:

1. Departmental Foundation Skills: (for Academic & Technical Courses)

- _____
- _____
- _____
- _____
- _____

2. Departmental Workplace Competencies: (for Technical Courses)

- _____
- _____
- _____
- _____
- _____

Developmental Studies Policy Statement:

The College's Developmental Education Plan requires students who have not met the college-level placement standard on an approved assessment instrument in reading, writing, and/or mathematics to enroll in Developmental Studies courses including College Success. Failure to attend these required classes may result in the student's withdrawal from ALL college courses.

Statement of Equal Opportunity: *No person shall be excluded from participation in, denied the benefits of, or be subject to discrimination under any program or activity sponsored or conducted by South Texas College on the basis of race, color, national origin, religion, sex, age, veteran status or disability.*

Alternative Format Statement: This document is available in an alternative format upon request by calling (insert phone number of the department contact person who maintains the syllabus and can provide a copy upon a student request).

ADA Statement: *Individuals with disabilities requiring assistance or access to receive services should contact disABILITY Support Services at (956) 872-2173.*