1. Any educator seeking approval of an innovative course beginning with the 2017-2018 school year must complete the Innovative Course application.

2. The Innovative Course application must be completed prior to submission. Incomplete applications will be returned to the applicant, which will delay the review process. Applications deemed incomplete by the due date will not be considered for review for the current year.

3. The essential knowledge and skills must include:
   a. a level of rigor appropriate for the subject matter and grade level of the course;
   b. measurable and observable student expectations;
   c. student expectations that identify what students should know and be able to do in the course rather than focusing on specific methodology or student activities; and
   d. clear, specific, and understandable language.

4. Completing the application:
   a. Carefully complete the application with all the required information.
   b. The application must provide sufficient guidance for teachers to implement the course with little additional information.

5. All applications are to be delivered to the office of the Director of Curriculum and Instruction no later than December 1st of each year.
Innovative Course Application

Title of Innovative Course: _______________________________________________________

Applicant Information

Contact person: ________________________________________________________________

Contact person’s e-mail address: _________________________________________________

Course Information

Subject area: __________________________________________________________________

Number of credits per course that may be earned: __________

___ one semester course ___ two semester course

Grade level(s) to be served (high school only):

Brief description of the course including objectives (150 words or less):

Statement Describing Alignment with Building and District Goals:

Brief justification of how/why the course qualifies as “innovative” (e.g., the knowledge and skills are not covered in any other core course; the course is a part of a unique program, etc.) (150 words or less):

Description of the specific student need(s) this course is designed to meet (150 words or less):
**Essential Knowledge and Skills of the course:**

Please include:

a. General requirements. Include required or recommended prerequisites.

b. Introduction

c. Knowledge and Skills
   
i. Knowledge Statement – Broad statement of what a student must know and be able to do

ii. Student Expectation – Relate to knowledge statement specific about how a student demonstrates learning

**Recommended resources, technology, and instructional materials to be used in the course:**

**Recommended course activities:**

**Methods for evaluating student outcomes:**

**Additional Information (optional):**

**Textbook(s):**
Other Materials:

Total Projected Cost:

Approval Process
Course reviewed and approved by Department Members to confirm support.
Date of review: ________________ Signature of Department Representative:___________________

Course reviewed and approved by SIP to confirm support and forward to Director of Curriculum and Instruction.
Date of review:______________ Signature of SIP Facilitator: ____________________________

Course reviewed and approved by Director of Curriculum and Instruction to confirm support and forward to DWEIC.
Date of review:______________ Signature of Director of Curriculum:_______________________

Course approved by Superintendent and BOE.
Date of review:______________ Signature of Superintendent:_____________________________