

University of Baltimore  
Request for Course Certification: General Education

To request that a course be certified as meeting a UB General Education requirement, please submit this form to the chair of the General Education Council (GEC) for consideration by the full council. A sufficiently detailed *sample* syllabus must be submitted with the request to enable the members of the GEC to establish that the course meets general education requirements as approved by the university through shared governance. If the syllabus does not of itself clearly indicate how the requirements will be met and where the general education student learning outcomes are covered in course content, please also attach a description of all relevant course materials and a complete list of assignments. The person submitting this request (or an appropriate designee) may elect to appear personally before the GEC to present the request or to provide additional information or clarification.

1. **Name & academic unit of person submitting this request:**
  
2. **Name of course:**
  
3. **Subject code & course number (e.g., HIST 424):**
  
4. **This course is being submitted for review as satisfying the general education requirement in the following area: .**
  
5. **Description of course as it appears in the catalog, including the abbreviations for any other requirements it may satisfy:**

6. **Please identify specific aspects of the course that align with the [GE area description](#).** (Include a copy of the domain description in the box below followed by your explanation.)

## 7. Assessment

*Each GE student learning outcome for the course will need to be assessed on a regular basis. Student artifacts will need to be collected and evaluated according to the established GE rubric for the domain (select link). Identify an assignment in the sample syllabus and explain the ways in which it could be used to assess each of the learning outcomes. One assignment may be used to assess more than one learning outcome and each learning outcome may be assessed by more than one assignment. If an assignment contains choices, all choices must satisfy the SLOs. The requirement may be satisfied with evidence of depth of understanding, as demonstrated in a single summative artifact such as a comprehensive final examination or capstone project. It may also be satisfied with evidence of breadth of understanding that can be demonstrated through a series of briefer, more frequent learning assessments evaluated cumulatively (such as a portfolio of reading responses or smaller projects, a series of speeches, or a sequence of shorter tests or papers).*