Adding Hybrid as a Schedule Type

Adding Hybrid as a Schedule Type can be accomplished with a Change Course Proposal via the Curriculum Proposal System (CPS). An “Expedited” course proposal can be made on behalf of the academic unit by the Office of Academic Programs, Assessment, and Accreditations (APAA) as long as no other changes are being proposed within the proposal. Please complete the proposal by going to the Curriculum Proposal System and filling out everything up to the Justification. DO NOT complete the Justification or contact Liaisons. Contact Cheryl Hagey, Curriculum Coordinator in APAA, with the CPS tracking number and she will assist in submitting the proposal into and through the review and approval process on your behalf.

If a Proposal is being prepared to update a course in any other way and Hybrid schedule type is also being selected, then an Expedited Proposal cannot be submitted on your behalf by APAA. This type of change course proposal must go through the regular review and approval process of the Curriculum Proposal System (CPS).