

Course Request Form
2019 - 2020
(Site Administration Only)

Site: _____ Principal: _____

Proposed Course Title: _____

Grade Level or Subject Area: _____

Description of requested course:

Requested Teacher: _____

Credential(s) held by requested teacher authorizing ability to teach course in accordance with Education Code 44258:

Mandatory Requirements

- Approval requires a minimum of one semester lead-time.
- Credential(s) must authorize ability to teach course in accordance with E.C. 44258
- Course outline must Be attached for consideration
- Once the request is approved, a signed copy will be sent to the site.

Principal Signature: _____ Date: _____

E.C. 44258: A teacher who is authorized for single subject instruction may be assigned, with his consent, to teach any subject in his authorized fields at any grade level; preschool; kindergarten and grades 1 to 12, and similarly, a teacher authorized for multiple subject instruction may be assigned, with his consent, to teach in any self-contained classroom; preschool; kindergarten and grades 1 to 12, inclusive; and similarly, a teacher authorized as a specialist teacher may be assigned, with his consent, to teach in his area of specialization at any grade level; preschool; kindergarten and grades 1 to 12, inclusive.



Course Request Form

2019 – 2020

(District Administration Only)

Course Title: _____

Grade Level or Subject Area: _____

Teacher: _____

Credential(s) held: _____

Curriculum Approval: _____ Date: _____

Asst. Superintendent of Educational Services

CBEDS State Course No.: _____

NCLB Core Course: _____

NCLB Core Subject: _____

Teacher Approved: _____

Assignment Created in Q: _____ Date: _____

Student Information System Specialist

Final Approval: _____ Date: _____

Asst. Superintendent of Human Resources

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Copy to Site

Copy to Curriculum