



**Leavenworth USD453 Course Addition or Deletion Request  
Due by December 1st BOE Teaching and Learning Department**

**I. Request:**

Is this a request for a COURSE ADDITION, NAME CHANGE, or DELETION?  
(If DELETION, skip to VI)

**II. General Information:**

BUILDING:

NEW COURSE NAME:

CURRENT COURSE NAME:

LENGTH OF COURSE:

GRADE LEVEL(s):

Requested to begin for which school year:

Has technology been contacted to determine if a new course code is required?

What were the results?

**II. GOALS/PURPOSES OF COURSE:**

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**III. MAJOR COURSE CURRICULAR OBJECTIVES:**

**IV. STAFFING/CERTIFICATION REQUIREMENTS:**

**V. APPROXIMATE COSTS/RESOURCES NEEDED:**

**VI. REASON FOR REQUESTING THIS CHANGE:**

**VII: OTHER COMMENTS:**

**VIII: Logistics Information:**

If approved, course information will need to be submitted to technology for Kansas Course Management System and PowerSchool.

Who will be responsible for this?

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CHANGE SUGGESTED BY:

Submittal approved by:

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Department Chair

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Principal/Assistant Principal

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Director of Teaching and Learning

**APPROVED/DENIED**