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|  | **SOUTH DAKOTA BOARD OF REGENTS**  ACADEMIC AFFAIRS FORMS |
| Revised Course Request: Common Course  *(Substantive Modifications)* |
|  |  |

Use this form to request a substantive change to an existing common course. Representatives from all institutions offering the common course must participate in developing the proposed revisions to a common course. Signatures from all institutions offering the common course must be included on the final form submitted to the Academic Affairs Council (AAC). Consult the system database for information about existing courses. If the course revision is for an approved General Education course, please see the Revision to General Education Requirements Form.

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|  |  |  |  | Description: Description: signature |  |  |
| DSU |  | Dr. De Jong |  |  |  | 1/17/2025 |
| **Institution** |  | **Form Initiator** |  | **Dean’s Approval Signature** |  | **Date** |
|  |  |  |  |  |  |  |
| Choose an item. |  |  |  |  |  | Click here to enter a date. |
| **Institution** |  | **Division/Department** |  | **Institutional Approval Signature** |  | **Date** |
|  |  |  |  |  |  |  |
| Choose an item. |  |  |  |  |  | Click here to enter a date. |
| **Institution** |  | **Division/Department** |  | **Institutional Approval Signature** |  | **Date** |

(*add additional lines as needed*)

**Indicate universities that currently offer the common course:**

|  |  |  |  |  |  |  |  |  |  |  |  |
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|  | BHSU |  | DSU |  | NSU |  | SDSMT |  | SDSU |  | USD |

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**Section 1. Existing Course Title and Description**

If changing from a course that previously had only a lecture or laboratory component to a composite course, identify both the course and laboratory numbers (xxx and xxxL) and credit hours associated with each. Provide the complete description as it appears in the system database, including pre-requisites, co-requisites, and registration restrictions.

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| --- | --- | --- |
| **Prefix & No.** | **Course Title** | **Credits** |
| EDFN 295 | Practicum | 1 |

|  |  |
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| **Course Description** |  |
| Applied, monitored, and supervised field-based learning experience for which the student may or may not be paid. Students gain practical experience; they follow a negotiated and/or directed plan of study. A higher level of supervision is provided by the instructor in these courses than is the case with field experience courses. | |

Please list any active equated courses for the course being revised. Any universities offering equated courses must be indicated in the check boxes above, as they currently offer the course.

|  |  |  |
| --- | --- | --- |
| **Prefix & No.** | **Course Title** | **Credits** |
|  |  |  |

**Section 2. Modification(s) Requested**

Check all revisions that apply and provide detailed information in the Current and New fields below. If changing a course that previously had only a lecture or laboratory component to a composite course, identify both the course and laboratory numbers (xxx and xxxL) and credit hours associated with each.

1. **This modification will include (*place an “X” in the box for all that apply*):**

**From: "Moore, JarrettD" <**[**Jarrett.D.Moore@bhsu.edu**](mailto:Jarrett.D.Moore@bhsu.edu)**>**

**Subject: RE: [EXT] EDFN 295**

**Date: January 10, 2025 at 1:07:40 PM CST**

**To: "DeJong, David" <**[**david.dejong@dsu.edu**](mailto:david.dejong@dsu.edu)**>**

***[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe. If you believe the message to be malicious, report it using the Phish Alert Button.***

**Hi David,**

**Thanks for reaching out. BHSU is fine with these proposed changes to EDFN 295.**

**Thanks – Jarrett**

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| --- | --- | --- | --- | --- |
|  |  | **Current** |  | **New** |
|  | **Prefix change from** |  | to |  |

*Indicate any university for which this must be added as new prefix*:

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|  | BHSU |  | DSU |  | NSU |  | SDSMT |  | SDSU |  | USD |

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| --- | --- | --- | --- | --- |
|  |  | **Current** |  | **New** |
|  | **Change in instructional method** |  | to |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Course Title change from** |  | to |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Credit Hours change from** | 1 | to | 1-3 |

|  |  |  |  |  |
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|  | **Pre-Requisites** |  | to |  |

*Note: University specific pre-requisites are inconsistent with the system common course guidelines and receive approval only in rare circumstances.*

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|  | **Co-Requisites** |  | to |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Registration Restriction** |  | to |  |

Asking to allow this course to be repeatable.

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|  | **Addition/deletion of a lab/lecture component** |

**If the addition of a lab/lecture component requires a change in pre-requisites or co-requisites, indicate below (add lines as needed, make sure to copy and paste format)**

|  |  |  |
| --- | --- | --- |
| **Prefix & No.** | **Course Title** | **Pre-Req/Co-Req?** |
|  |  | Choose an item. |

**Will the grade for this lab/lecture component be limited to S/U (pass/fail)?**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes |  | No |

**Will section enrollment for the lab/lecture component be capped?**

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| --- | --- | --- | --- | --- | --- |
|  | Yes, max per section: |  |  |  | No |

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| --- | --- |
|  | **Course Content/Description change (write proposed new content/description below)** |
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| *Note: Course descriptions are short, concise summaries that typically do not exceed 75 words. DO: Address the content of the course and write descriptions using active verbs (e.g., explore, learn, develop, etc.). DO NOT: Repeat the title of the course, layout the syllabus, use pronouns such as “we” and “you,” or rely on specialized jargon, vague phrases, or clichés.* |

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|  | **Course Deletion** |

*Indicate the universities deleting the course*:

|  |  |  |  |  |  |  |  |  |  |  |  |
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|  | BHSU |  | DSU |  | NSU |  | SDSMT |  | SDSU |  | USD |

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| **Effective term of the change:** | Fall 2025 |

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| 1. **Add justification for all changes noted above:** |
| The proposed changes to EDFN 295: Practicum address crucial needs in higher education and workforce development. By offering variable credits (1, 2, or 3) and allowing for repetition across semesters, we enhance flexibility to accommodate schedules for students and adults experiencing prolonged practicum experiences. This adaptation supports experiential learners by tailoring credit hours to the depth and duration of their practical training. Moreover, making the course repeatable acknowledges that some practicums, like those spanning a school year, require ongoing academic engagement. This flexibility not only benefits traditional students but also aligns with initiatives like the South Dakota Department of Labor's program to train unemployed individuals as substitute teachers or paraprofessionals. By granting undergraduate credits for their experiential learning, we foster career transitions and contribute meaningfully to workforce preparedness in South Dakota. |

**Section 3. Other Course Information**

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| **Will this course equate (i.e., be considered the same course for degree completion) with any other unique or common courses in the common course database (**[**Course Inventory Report**](http://apps.sdbor.edu/ris-reporting/CourseInventoryOptions.cfm)**)?** | | | | |
|  | Yes |  | No |

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| --- |
| *If yes, indicate the course(s) to which the course will equate (add lines as needed):* |

|  |  |
| --- | --- |
| **Prefix & No.** | **Course Title** |
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**Section 4. Department and Course Codes (Completed by University Academic Affairs)**

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| --- | --- | --- | --- | --- |
|  |  | **Current** |  | **New** |
|  | **Change in University Department Code** |  | to |  |
|  |  |  |  |  |
|  | **Change in Banner Department Code** |  | to |  |
|  | **Change in** [**CIP Code**](http://nces.ed.gov/ipeds/cipcode/default.aspx?y=55) |  | to |  |