**COWS (Courses Offered Web System) Form**

**Semester/Year:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Title:  1–30 Characters**  **(including spaces)** | **Subject:** | **Course #:** | **Section:** |
|  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Campus:** | **Moscow** | **Coeur d’Alene** | **Boise** | **Idaho Falls** | **Online** |
|  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Grading:** PF **or** A/B/C/D/F | | **Honors:** Yes / No | | **Credits:** | | **Max Credits:** | |
|  | |  | |  | |  | |
| **Cross/Joint Listed With:** | | **Cross/Joint Listing Confirmed by Department Chair:** Yes/ No | | **Approval for**  **Registration:** | | **Max Enrollment:** | |
|  | |  | |  | **Instructor** |  | |
|  | **Department** |
|  | **College** |
| **Primary Instructor\*** | | **Co-Instructor\*** | | **Section URL:** | | | |
| Name: | | Name: | |  | | | |
| V #: | | V #: | |
|  | |  |  | | |  | |
| **Section Text:\*\*** | | **Section Starts:**  **(For short courses only)** | **Section Ends:**  **(For short courses only)** | | | **Wait List:** | |
|  | |  |  | | |  | **On** |
|  | **Off** |
| **Days:** | | **Begin / End Time:** | **Requested Room Attributes** | | | | |
|  | **Monday** |  |  | **Chalkboard** | | | |
|  | **Tuesday** |  | **Moveable Tables** | | | |
|  | **Wednesday** |  | **Fixed Chairs w/ Tablet Arms** | | | |
|  | **Thursday** |  | **Moveable Chairs w/ Tablet Arms** | | | |
|  | **Friday** |  | **Multimedia** | | | |
|  | **Saturday** |  | **PC Lab** | | | |
|  | **Sunday** |  |  | | | |

**\*Name and V number required for all instructors and TAs.**

**\*\*List “section text” comments. Example: “Class is limited to Camp Program only.”**