

## Worksheet for Determining Course DE Eligibility

### Course ALPHA and Title:

Considerations	Yes	No
Is it <b>possible</b> for this course's content to be facilitated in a digital format?	<input type="radio"/>	<input type="radio"/>
Please consider this course's listed outcomes. Is it <b>possible</b> for each of these outcomes to be met in a digital format?	<input type="radio"/>	<input type="radio"/>
Will only one section of this course be offered regularly, per semester or per year? (If so, consider specifying conditions on page 2.)	<input type="radio"/>	<input type="radio"/>
Are many or most students in this course likely to be first year students? (If so, consider specifying conditions on page 2.)	<input type="radio"/>	<input type="radio"/>
Is this course "developmental"? (If so, consider specifying conditions on page 2.)	<input type="radio"/>	<input type="radio"/>

<b>RECOMMENDATION</b> Should this course be eligible for DE facilitation?	<input type="radio"/> Yes	<input type="radio"/> Yes, with specified conditions (If this option is selected, one or more condition(s) must be specified on page 2.)	<input type="radio"/> No
recommendation made by: <input type="checkbox"/> Proposer <input type="checkbox"/> Dept. DE Advisor <input type="checkbox"/> Other			
Justification (optional):   			
<b>FINAL DETERMINATION of Department</b> Is this course eligible for DE facilitation? (this line item is REQUIRED)	<input type="radio"/> Yes	<input type="radio"/> Yes, with specified conditions (If this option is selected, one or more condition(s) must be specified on page 2.)	<input type="radio"/> No
date of department's decision:		Dept. Chair:	
Notes (optional):   			

**This page must be completed IF and ONLY IF the Department selected “Yes, with the following conditions” on page 1.**

<b>This course is eligible for DE facilitation IF and ONLY IF the following condition(s) are met:</b>
<input type="checkbox"/> In any given semester, only 1 section of this course can be facilitated in a DE format.
<input type="checkbox"/> At least 2 sections of the course are offered in any given year, at least one of which is facilitated face-to-face.
<input type="checkbox"/> At least 2 sections of the course are offered in any given semester, at least one of which is facilitated face-to-face.
<input type="checkbox"/> No more than ¼ of the sections of this course, in any given semester, can be facilitated in a DE format.
<input type="checkbox"/> No more than 1/3 of the sections of this course, in any given semester, can be facilitated in a DE format.
<input type="checkbox"/> No more than ½ of the sections of this course, in any given semester, can be facilitated in a DE format.
<input type="checkbox"/> No more than 2/3 of the sections of this course, in any given semester, can be facilitated in a DE format.
<input type="checkbox"/> No more than ¾ of the sections of this course, in any given semester, can be facilitated in a DE format.
<input type="checkbox"/> Proctored exams are required.
<b>Please feel free to include and specify customized conditions below.</b>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>