

## REQUEST ADD APPROVED OPTIONAL COURSE OFFERING TO A SCHOOL CATALOG

Complete this form in accordance with the current version of Regulation 3202, section VII., to request approval to add an approved course offering to an individual school's offerings.

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School	Course Title	Course Code
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**PRIOR TO NOVEMBER 15** - Approval by local school Instructional Leadership Curriculum Committee (ILCC).

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Director of Student Services or ILCC Chair	Date
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**NOVEMBER 15** - Submit this form by local school to assistant superintendent, Instructional Services Department.

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Principal	Date
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**PRIOR TO NOVEMBER 30** - Final approval by assistant superintendent, Instructional Services Department.

- Approved as an optional course offering
- Disapproved (return request to local school with reason for disapproval attached)

DATE OF NOTIFICATION \_\_\_\_\_