**PARKSIDE ACCESS TO COLLEGE CREDITS PROGRAM (PACC)**

**Course Development Completion Form**

High school faculty and university faculty liaisons work in collaboration to develop new PACC courses. Course development may take place in a face-to-face setting or electronically, however, there should be at least one face-to-face planning meeting to create synergy between the faculty members.

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| **PACC Course Information** | | |
| University Course: | University Course Title: | First Semester Course Offered: |
| High School Course: | High School Course Title: | |
| UW-Parkside Faculty Liaison: | | |
| High School Faculty: | | |

The following have been discussed and agreed upon during the development sessions:

Created common syllabus to be used in the high school and university

Identified and planned the curriculum, content, and any requirements for the course

Identified the learning outcomes for the course

Identified the assessment methods that will be used in each course to assess the learning outcomes

Reviewed the grading criteria for the course (grading must match the University grading scale when officially recorded)

Identified course materials and textbooks

Reviewed university and department academic policies and procedures

Copies of both syllabi should be forwarded to the PACC office prior to the start of the academic semester.

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| **The above requirements of course development have been completed.** | |
| University Faculty Liaison Signature: | Date: |
| High School Faculty Signature: | Date: |

**Please send completed form to:** [**PACC@uwp.edu**](mailto:PACC@uwp.edu) **or to the CSSPS Dean’s Office, 900 Wood Road, Kenosha, WI 53144.**