**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** **or to the CSSPS Dean’s Office, 900 Wood Road, Kenosha, WI 53144.**