

Course Code Directory Additions

Form for Request for New Applied, Integrated, or Combined Course

Please submit two copies of all forms and attachments as well as the electronic version of the course description to :

Course Code Directory (Attention: Michael Turner)
Florida Department of Education
Bureau of Instruction and Innovation
325 West Gaines Street, Room 432
Tallahassee, Florida 32399-0400
(850) 245-9977, SunCom 205-9977
Email: michael.turner@fldoe.org

Proposed New Applied, Integrated, or Combined Course For the Course Code Directory

Applied Course

Integrated Course

Combined Course

DATE:

SCHOOL DISTRICT:

CONTACT NAME/TITLE:

CONTACT PHONE:

CONTACT MAILING ADDRESS:

CONTACT EMAIL ADDRESS:

ACADEMIC COURSE TITLE:

ACADEMIC SUBJECT AREA(S):

ACADEMIC SUBJECT AREA CATEGORY(IES):

**CAREER AND TECHNICAL EDUCATION (CTE) COURSE
TITLE:**

CTE PROGRAM AREA(S):

TITLES AND NUMBERS IF NEW COURSE COMBINES CURRENT COURSES IN THE COURSE CODE DIRECTORY:

COURSE NUMBER(S)

COURSE TITLE(S)

GRADE LEVEL:	COURSE LEVEL:	CREDIT:	MEETS GRADUATION REQUIREMENTS FOR:
<input type="checkbox"/> Middle/Junior 6-8 <input type="checkbox"/> 9-12/Adult <input type="checkbox"/> Other _____	<input type="checkbox"/> Level 2 <input type="checkbox"/> Level 3	<input type="checkbox"/> 1.0	
			SATISFIES A COURSE REQUIREMENT IN A CTE PROGRAM FOR:
RECOMMENDED CERTIFICATION: Certification should be recommended on the basis of course credit awarded.			
COURSE DESCRIPTION:	Please attach a course description for the recommended course that identifies the Major Concepts/Content, Special Notes, and the Course Requirements aligned with the Sunshine State Standards clearly delineating the integration of content within and across subject areas. See example at http://www.firn.edu/doe/curriculum/crscodes/basic612/912/912/ss912/2100310.pdf Please attach the completed worksheet for components of an Applied, Integrated, or Combined Course.		
SCHOOL BOARD APPROVAL:	(Please attach documentation of your School Board approval of this recommended course.)		

PLEASE DESCRIBE THE COMPELLING NEED FOR THE NEW COURSE, INCLUDING THE REASON WHY AN EXISTING COURSE WILL NOT SERVE THE NEED. Requests could be supported with data indicating the need for the course. Other considerations should include existing courses that might duplicate content or credits.

Signature of Superintendent or Designee

Date

Instruction: Submit only one form for each new integrated and applied course.

**Process for Submitting a Proposed
New Applied, Integrated and Combined Course**

- Use the *Guide to Developing Interdisciplinary Curriculum/Integrated Courses* as a planning tool to develop an applied or integrated course (Appendix A).
- Complete the *Worksheet for Components of an Applied, Integrated, or Combined Course*.
- Complete the *Form for Request for New Applied, Integrated, or Combined Courses for the Course Code Directory*.
- Submit the *Worksheet for Components of an Applied, Integrated, or Combined Course* and the *Form for Request for New Applied, Integrated, or Courses for the Course Code Directory* to the Florida Department of Education.

**Florida Department of Education
Worksheet for Proposed New Applied, Integrated, or Combined Course
Instruction Sheet**

In developing the curriculum and syllabus for the proposed integrated course, please refer to the indicators in the Components of an Applied, Integrated, or Combined Course work sheet. The matrix provides a framework that can assist in the development of a new course. This matrix is a tool for ensuring that the proposed applied, integrated, or combined course:

- meets high school graduation subject area requirements
- includes Sunshine State Standards
- counts as course applicable toward admission to one of the state universities as a core or elective course
- meets Bright Futures Scholarship core or elective requirements
- comprehensively aligns with essential workforce skills
- aligns with the U.S. Department of Education's 16 Career Clusters

Instructions for completing the work sheet:

1. Identify the name of the proposed new applied, integrated, or combined course title.
2. Identify the course titles and numbers of the courses to be combined if the new course integrates or combines current courses in the Course Code Directory.

3. Check all Career Clusters that are appropriate for the new proposed course.
4. Identify the subject area requirement that the new course will satisfy for high school graduation requirements as a core or elective course.
5. List the Sunshine State Standards for each discipline integrated into the proposed new course.
6. Identify the core or elective course(s) that the new course will satisfy for Bright Futures Scholarship.
7. Identify the proposed core or elective course(s) that the new course will satisfy for admissions to a state university.
8. Check all Workforce Skills that the new course will address

Florida Department of Education

Worksheet for Proposed New Applied, Integrated, or Combined Course

1. New Combined Course Title: _____	2. Titles and Numbers if New Course Combines Current Courses in the Course Code Directory: _____				
3. U.S. Dept. of Education's 16 Career Clusters	4. Subject Area Requirements (EN, MA, SC, SS, PA, EL, PE) Core/Elective	5. Sunshine State Standards	6. Bright Futures GSV Scholarship	7. SUS Admission Requirements and Core/Elective and Bright Futures FMS/FAS Scholarship requirements	8. Workforce Skills
Agriculture, Food, & Natural Resources					Communication
Architecture & Construction					Creativity
Arts, A/V, Technology & Communications					Critical Thinking
Business Management & Administration					Continuous Learning
Education and Training					Decision-making
Finance					Leadership
Government & Public Administration					Life Management

Health Science					Organization
Hospitality & Tourism					Problem Solving
Information Technology					Research/Project Development
Law, Public Safety, & Security					Resourceful and Responsive
Manufacturing					Self-directedness
Marketing, Sales & Service					Social Responsibility
Science, Technology, Engineering, & Mathematics					Teamwork
Transportation, Distribution, and Logistics					Technical/Scientific