

## **Guidelines for Applying to Colonnade**

1. All Colonnade courses will follow the approval process outlined on the Colonnade Proposal Form and must be submitted, with all required supporting documents, to Course Leaf. Once submitted in Course Leaf by the proponent, the workflow for the course will follow what is outlined on page two (2) of the proposal form.
2. Prerequisites placed on courses in the Foundations or Explorations categories are allowed unless they place an undue burden on non-majors.
3. All prerequisites for Connections courses must already be in the Colonnade program prior to the submission of the application.
4. All equivalent courses must be approved concurrently.
5. Courses that are equivalent must have identical learning objectives and the same assessment strategies.
6. A department [as defined by course prefix] can offer Explorations course(s) in only one category.
7. No one course may count towards the fulfillment of two Colonnade requirements.
8. Colonnade courses in any category must appeal to a broad audience, not just to majors and potential majors. When reviewing proposals, the Colonnade Committee will consider the likelihood of non-majors taking the proposed course. If it appears that the course is geared to (potential) majors, the committee may ask for revisions to broaden the course appeal.
9. Courses in the Connections category may be turned down if they do not meet the interdisciplinary nature of the criteria. This is particularly relevant to the 200-level courses applying for a Connections category.
10. Courses that have restricted sections can apply only if the number of seats restricted is no more than 25% of the total seats available for the course.
11. Courses in the Connections category will be taught at least three times. This rule applies to the sub-categories Local to Global, Social and Cultural, and Systems. It does not apply to International Experience.