



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

Office of Academic Programs • WH 440 • [creview@csudh.edu](mailto:creview@csudh.edu)

## **PROCESS TO REQUEST TO CREATE A NEW COURSE PREFIX (SUBJECT)**

Any individual and/or group who would like to propose a new course prefix (subject) will need to:

1. Complete the Request for a New Subject Prefix using the [Course Leaf Miscellaneous Form](#) and start workflow.
2. The prefix request will be shared in the Curriculum Register for campus-wide sharing and is open to objections during the 10-working day moratorium.
3. If there are no objections to the proposed prefix, then the proposed prefix will be processed by Academic Programs.
4. If an objection is submitted to Academic Programs, then the objection(s) will be adjudicated by the University Curriculum Committee as outlined in the Process for Objections.