Proposal for Divisional Cluster

Distribution Area Check one: _____ New or _____ Revised Proposal
   ___ Humanities
   ___ Social Sciences   _____
   ___ Natural Sciences and Engineering   Cluster Number (leave blank unless known)

Department or Program Submitting Cluster: _____

Name of Cluster: _____

12 credits (3 courses) are required; if more, please specify total number: _____

List the courses that students may choose to complete this Cluster. Note prerequisites, if any. All courses must have an effective date; see reverse for instructions.

Course Number	Eff. Date	Title	Prerequisite

If any of the above courses are specifically required for completion of this Cluster, note here:
_____

Describe the Cluster in one or two sentences:

_____

_____

_____

                                      _____
                                        Signature of Chair or Director   Date

Authorized by _____ CCC or _____ CIIC   _____
                                        Signature of Dean   Date

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Instructions:

The DARS system checks the completion of students' Clusters. It relies primarily on course numbers and effective dates to determine whether or not a course is part of a Cluster.

Each course in a Cluster should have some entry in the Effective Date column. If the course has existed with that number for more than five years, enter "none" under Effective Date. If the course is new, the Effective Date should be the first semester in which the course is offered. If the course number has changed within the last five years, the Effective Date should be the first semester in which it was offered with the new number.

If you want to add a course that will be offered only once, enter "xx semester only" under Effective Date.

To remove a course from a Cluster, cross the course out and enter under Effective Date the last semester in which that course may be used in the Cluster – normally the last semester in which that course was offered.

If a course was **never** offered, cross it out and enter "never offered" under Effective Date. (Only courses that were never offered are deleted from the Cluster Search Engine.)