

## **Getting Your EPIC class A-G Approved**

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**Website to submit your leadership course for A-G approval:  
hsarticulation@ucop.edu**

*The intent of the “a-g” subject requirements is to ensure that students attained a body of general knowledge that will provide breadth and perspective to new, more advanced study.*

### **A-G Course submission Period**

The University of California’s annual “a-g” course submission period is Feb.1- Sept. 15

Phase 1- Feb.1-May 31

New courses initially submitted during this time has up to two opportunities for resubmission. First resubmission must be sent to UC by July 31., second resubmission is Sept. 15.

Phase 2- June 1-July 31

New courses initially submitted have one opportunity for resubmission by Sept. 15

Phase 3- Aug. 1-Sept. 15

New courses initially submitted have no resubmission opportunities. If your not approved you have to wait until the next phase 1.

### **How to submit**

1. Review the Subject Area Course Criteria to ensure that the curricular focus of your course meets the requirements and guidelines of the subject area.
2. **Previously approved courses: Search the web page for courses that are already approved and follow a course that is similar to your current course- don't be afraid to copy someone else's course that has already been A-G approved.**

3. Focus on Course Content- Submitted course descriptions need to emphasize the core knowledge and skills students are expected to learn, including concepts, theory and texts.
4. Explanation of the key assignments should include the intent and significance of each.
5. You will need to have some kind of text book to reference for assignments
6. Be specific and Detailed
7. Write to your Audience- they are looking for breadth and depth of the content and rigor and evidence of the development of essential analytical and critical thinking skills.