

**Curriculum Checklist  
Course Reactivation**

**Departments, the Curriculum Office, and Curriculum Committee can use this checklist to ensure a smooth path for reactivating courses. Steps are listed in order.**

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| Department | Discuss need and impact of course reactivation with Division Dean  Submit Reactivation in [Curriculum Management System](https://courseleaf.clackamas.edu/courseadmin/) |
| Curriculum Office | Work with Department to assess impact of reactivation  Request and receive Division Dean approval |
| Review Teams | Review and recommend course for approval |
| Curriculum Committee | Review and approve |