

## Online/Hybrid Course Development Approval Process Deadlines

The following schedule indicates key deadline dates for online and hybrid course approval and development.

UNT Dallas' official learning management system is Canvas. Canvas is used for all official, for-credit UNT Dallas online and hybrid courses.

New course requests or requests to change delivery format that do not meet these deadlines may be removed from the schedule. Early submissions are recommended to allow adequate time for course development. Instructor training may fall outside the listed timeframes.

**Final Quality Review deadline refers to having the review complete. All course development should be completed well before posted Final Quality Review deadline allowing time for DLIT to review completed course.**

Courses previously approved, fully developed and previously taught in Canvas may be added to a given semester schedule up to the "Final Quality Review" date listed below for each semester.

Printable copy of the [Online/Hybrid Course Development Approval Process Deadlines](#)

<b>Summer</b>	<ol style="list-style-type: none"> <li>1. Submit the <a href="#">Request to Develop and Deliver an Online Course</a> form by February 1*.</li> <li>2. The Pre-Quality Review Check will be completed by March 15.</li> <li>3. Approval, Final Quality Review and course ready by <b>May 1</b>.</li> </ol> <p><i>*If you have missed this deadline please contact DLIT at <a href="mailto:distancelearning@untdallas.edu">distancelearning@untdallas.edu</a></i></p> <p><b>Final Quality Review deadline refers to having the review complete. All course development should be completed well before posted Final Quality Review deadline allowing time for DLIT to review completed course.</b></p>
<b>Fall</b>	<ol style="list-style-type: none"> <li>1. Submit the <a href="#">Request to Develop and Deliver an Online Course</a> form by May 1*.</li> <li>2. The Pre-Quality Review Check will be completed by June 15.</li> <li>3. Approval, Final Quality Review and course ready by <b>August 1</b>.</li> </ol> <p><i>*If you have missed this deadline please contact DLIT at <a href="mailto:distancelearning@untdallas.edu">distancelearning@untdallas.edu</a></i></p> <p><b>Final Quality Review deadline refers to having the review complete. All course development should be completed well before posted Final Quality Review deadline allowing time for DLIT to review completed course.</b></p>
<b>Spring</b>	<ol style="list-style-type: none"> <li>1. Submit the <a href="#">Request to Develop and Deliver an Online Course</a> form by September 1*.</li> <li>2. The Pre-Quality Review Check will be completed by October 15.</li> <li>3. Approval, Final Quality Review and course ready by <b>December 1</b>.</li> </ol> <p><i>*If you have missed this deadline please contact DLIT at <a href="mailto:distancelearning@untdallas.edu">distancelearning@untdallas.edu</a></i></p> <p><b>Final Quality Review deadline refers to having the review complete. All course development should be completed well before posted Final Quality Review deadline allowing time for DLIT to review completed course.</b></p>