

Curriculum and Syllabus Evaluation Template

This template is designed for evaluators, department heads, and curriculum committees to review, assess, and print feedback on course curricula and syllabi.

General Information

Course Title:	<input type="text"/>
Course Code:	<input type="text"/>
Department / Program:	<input type="text"/>
Reviewer Name:	<input type="text"/>
Reviewer Role/Title:	<input type="text"/>
Date of Evaluation:	<input type="text" value="YYYY-MM-DD"/>

1. Curriculum Design and Alignment

Rate each item from 1 (Unsatisfactory) to 5 (Excellent), or N/A (Not Applicable).

Evaluation Criteria	Rating (1-5)	Comments / Suggestions for Improvement
Are the course learning outcomes (CLOs) clearly stated and measurable?	<input type="text"/>	<input type="text"/>
Do the course learning outcomes align with the program-level learning outcomes (PLOs)?	<input type="text"/>	<input type="text"/>
Is the sequencing of topics logical and structured to support progressive learning?	<input type="text"/>	<input type="text"/>
Is the workload realistic and appropriate for the credit hours assigned?	<input type="text"/>	<input type="text"/>

2. Instructional Materials and Resources

Evaluation Criteria	Rating (1-5)	Comments / Suggestions for Improvement
Are the required textbooks and readings current, relevant, and authoritative?	<input type="text"/>	<input type="text"/>
Are digital resources, library access, and technology requirements clearly defined?	<input type="text"/>	<input type="text"/>
Does the material incorporate diverse viewpoints and inclusive content?	<input type="text"/>	<input type="text"/>

3. Assessment and Evaluation Methods

Evaluation Criteria	Rating (1-5)	Comments / Suggestions for Improvement
Are grading criteria, rubrics, and weight distribution clearly explained?	<input type="text"/>	<input type="text"/>
Do the assessment methods (exams, projects, papers) directly measure the CLOs?	<input type="text"/>	<input type="text"/>
Is there an appropriate balance between formative and summative assessments?	<input type="text"/>	<input type="text"/>

4. Syllabus Policy and Clarity

Evaluation Criteria	Rating (1-5)	Comments / Suggestions for Improvement
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Evaluation Criteria	Rating (1-5)	Comments / Suggestions for Improvement
Are academic integrity, plagiarism, and code of conduct policies explicitly detailed?		
Are accommodation policies for students with disabilities properly documented?		
Are attendance, late-work, and make-up exam policies clearly stated?		

5. Overall Summary and Recommendations

Key Strengths of the Curriculum/ Syllabus:

Required Modifications / Improvements:

Final Recommendation (Approved / Approved with Revisions / Needs Resubmission):

Reviewer Signature: Date Signed: