

**COURSE PROPOSAL – Spring 2012**  
**Continuing Education Extension**

<b>Instructor Name:</b>	_____		
<b>Address:</b>	_____ _____		
<b>Phone:</b>	<b>(day)</b>	_____	<b>(eve)</b> _____
<b>E-mail address:</b>	_____		
<small>Signature</small>	_____		<small>Date</small>
<b>Deadline:</b>	<b>December 9, 2011</b>	<input type="checkbox"/> <b>New Instructor</b>	<input type="checkbox"/> <b>New Course</b>
<small>(Check either box if appropriate)</small>			

**Subject of the Course:** \_\_\_\_\_ **Estimated materials cost \$** \_\_\_\_\_

**Suggested Course Title:** \_\_\_\_\_

**Preferred Course Start Date & Time:** \_\_\_\_\_

**PLEASE NOTE:** You may submit more than one proposal and repeat the same class. (Please use a separate form for each class proposal.)

The Advisory Board will review each proposal and select those classes that best meet our mission and that offer the finest balance to the curriculum.

<b>Office</b>	<b>CLASS TIME</b> _____	<b>MINIMUM</b> _____	<b>MAXIMUM</b> _____
<b>Use</b>	<b>MATERIALS FEE</b> _____	<b>PROGRAM #</b> _____	

