

## COURSE SUBMISSION SPRING 2020

### Section A

<b>Course Title:</b>	
<b>Total Hours:</b>	<b>Hours Per Sessions:</b>
<b>No. of Weeks:</b>	<b>Total No. of Sessions:</b>
<b>Max Amount of Students</b>	<b>Min Amount of Students:</b>
<b>Online</b>	<b>Classroom</b>
<b>Class type:</b>	
<u>                    </u> <b>Professional Development</b>	<u>                    </u> <b>Leisure\Life Enrichment</b>

### Instructor Information

<b>Name:</b>		
<b>Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Phone:</b>	<b>E-Mail:</b>	

### Section B

<b>Course Description: ( The description will be used for advertising purposes in the catalog and on line)</b>

### Course Objectives: (List main topics and students outcome)

1.
2.
3.
4.
5.

### Target Group(s):


### Potential Participants: Describe who the course is designed for (who is likely to want to take this course) and how it could be marketed to these potential participants beyond the CaPE catalog and website.


### Have you taught this class before?

### What is your expected rate of pay?

### Provide a price range that you feel would be suitable to charge for this course?

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**Section C** *(You may attach additional documents if needed)*

**Equipment or Supplies Needed (student)**

**Textbook (Complete Title)**

<b>Author</b>	<b>Edition</b>
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<b>ISBN#</b>	<b>Estimated Cost</b>
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**Equipment Needed (Instructor)**

Locations:	Availability	Available Times
<b>CSU Main</b>	Monday-Saturday	Day and Evening
<b>Henry College &amp; Career Center</b>	Saturday	Day (Evening may be added later)
<b>CSU Fayette</b>	Saturday	Day (Limited Day and Evening)

**Preferred Days, Dates, Time, and Location**

Day	Day\Evening	Time		Location\Online
Monday			to	
Tuesday			to	
Wednesday			to	
Thursday			to	
Friday			to	
Saturday			to	

Course(s)	Start Date	End Date

**Electronic copy available.**

Deadline for new course submission September 9, 2019

Deadline for existing courses submission September 13, 2019

Deadline for course corrections September 27, 2019

**No Exceptions**

**For staff use only**

Course #	
Location	
Description	
Programmed	
Confirmed	

Email completed form to [AngelaMyers-Jenkins@clayton.edu](mailto:AngelaMyers-Jenkins@clayton.edu)