

Online Course Proposal

Course Developer

NAME			EMAIL		
EMPLOYMENT STATUS Full Time Part Time Adjunct			JHED		
EXPERIENCE <i>(Optional)</i> As online student? As online course developer?			As online instructor? With proposed subject matter?		
CO-DEVELOPER NAME			EMAIL		

Proposed Course

COURSE NAME					
DEPARTMENT			COURSE ID (if known)		
Conservatory Preparatory	Undergraduate	CREDITS	Required		
	Graduate		Elective		
	Both UG/Grad		Existing Course		
	Non-credit		New Course		
COURSE DESCRIPTION					
OUTLINE OF SYLLABUS TOPICS					
PREFERRED SEMESTER LAUNCH			SPECIAL CONSIDERATIONS		

Online Course Proposal

Department Chair

NAME OF CHAIR	EMAIL	
HOW OFTEN TAUGHT Fall Spring Summer	STUDENTS PER YEAR	EXTERNAL AUDIENCES
IMPACT TO DEPARTMENT		
ADDITIONAL COMMENTS		

Approvals

SIGNATURES	DATE
COURSE DEVELOPER	
COURSE CO-DEVELOPER (<i>if applicable</i>)	
DEPARTMENT CHAIR	

For Review Committee

GENERAL COMMENTS	
ONLINE COURSE COORDINATOR	
DIRECTOR OF LEARNING INNOVATION	
SR ASSOC DEAN OF INSTITUTE STUDIES	