



**Osher Lifelong Learning Institute**  
Office of Extended Education  
Humboldt State University  
One Harpst Street  
Arcata, CA 95521-8299  
707-826-3743

Extended Education/OLLI use only:

M fees \_\_\_\_\_ CRN \_\_\_\_\_  
NM fees \_\_\_\_\_ CRN \_\_\_\_\_

Room \_\_\_\_\_ New proposal \_\_\_\_\_ Request \_\_\_\_\_

## Course Proposal Form

Fall    Spring    Summer   Year \_\_\_\_\_

**Course title:**

**Course goal:**

**Course objectives:**

**Course methodology:** Indicate any that apply.

Discussion    Hands-on    Lecture    PowerPoint Presentation    Other (describe:)

**Course description for OLLI course bulletin and website:**

**Number of participants:** Minimum \_\_\_\_\_ Maximum \_\_\_\_\_  
(Class sizes usually range from 8 to 30 students.)

**Total number of meetings:** \_\_\_\_\_   **Preferred start date:** \_\_\_\_\_

Name \_\_\_\_\_ Course Title \_\_\_\_\_

**Preferred meeting times (indicate with an X):**

	10 am to 12 pm	1 to 3 pm	3:30 to 5:30 pm	6 to 8 pm
Tuesday				
Wednesday				
Thursday				

	10 am to 12 pm	1 to 3 pm	3:30 to 5:30 pm	all day
Saturday				
Sunday				

**Scheduling other than above:**

**Materials needed for class:** Instructors may not charge students directly for texts, materials or supplies. We recommend handouts as opposed to texts, which can be very expensive. Material fees will be included in the cost of the class.

**Check equipment needs:**  Projector  Laptop  DVD  Other: \_\_\_\_\_

**Instructor name:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Mailing address:** \_\_\_\_\_  
\_\_\_\_\_

**Day phone:** \_\_\_\_\_ **Eve. phone:** \_\_\_\_\_ **Other phone:** \_\_\_\_\_

**Check which of your contact information may be released to students:**

Phone:  Day  Eve  Other phone  E-mail  Mailing Address

**If you have not taught for HSU OLLI/Extended Education, attach a resume or curriculum vitae.**

**Write a brief biography describing your background and interest in the subject of your proposal for the OLLI course bulletin and website:**