LINFIELD UNIVERSITY

**INITIAL PROPOSAL FOR JANUARY TERM OFF-CAMPUS COURSE FORM**

*(please click in shaded boxes and begin typing)*

Please use the following to submit an initial proposal for a January term off-campus course.

\*Proposed Course Title:

\*Department:

\*Course Number: (298, 398, or 498)

Cross Listed Department:

\*Year:

\*Proposed location(s):

 Country(ies):

 City(ies):

\*Course offered before? Yes [ ]  No [ ]

 If yes when?

 \*Same location? Yes [ ]  No [ ]

 If no, which location previously?

Course prerequisites (if any):

\*Lead faculty:

\*Department:

Accompanying faculty (if any):

Department:

\*Please [provide a brief description of the course:

Please be sure that this teaching assignment coincides with the department’s load sheet which have been approved by the Academic Dean(s).

[ ]  I confirm that I have discussed this proposal with my department chair or department chairs in the case of a cross-listed course.

Submitted by: Date: