

College of Extended & International Education Special Sessions Office EE 1300 • (310) 243-2781 1000 East Victoria Street • Carson, CA 90747

## COURSE PROPOSAL FORM SPECIAL SESSIONS

		DATE			
SESSION: (Please circle one)  Summer Fall	Winter Spring				
		be listed in the Extende			
COURSE INFORMATION			-		
DEPT. COURSE NUMBER	SECTION	TITLE	UNITS		
IST INSTRUCTOR	2ND INSTRUCTOR		ENROLLMENT LIMIT		
BEGIN DATE END DATE _	BEGIN TIME	END TIME			
CIRCLE DAYS OF THE WEEK: M	T W TH F S SU	U ONLINE			
PREREQUISITES, APPROVAL OR RE Graduate Standing	QUIREMENTS				
Consent of Instructor or I	Department				
Course Prerequisites					
Time commitments different than published in catalog					
Off Touchtone Registration					
Other (be specific)					
SPECIAL FEES: Indicate if students mi (Specify reason for sp		No			
AUDIO VISUAL OR SPECIAL ARRAN		l or equipment (complete Fechnology Classroom	separate form)		
CIASS NO.:	FEE PER UNIT: \$	ROOM#			

Page Two Extended Education Special Sessions Course Proposal Form

## **FACULTY INFORMATION**

Contracts for faculty cannot be issued unless <u>all</u> the information has been completed accurately in this section. <u>This information must</u> <u>be supplied on each proposal form</u> even if you have previously taught for Extended Education or are submitting several course proposals for the same session.

NAME Last	First	Mid	dle
ADDRESS Street & No.			
City	State	Zip Code	
HOME PHONE NUMBER	CELL P	PHONE NUMBER	
DAYTIME/MESSAGE PHONE NU	UMBER E-MAII	L ADDRESS	
IS THIS IS A NEW ADDRES	S: IS T	HIS IS A NEW HIRE:	
IF NOT A NEW HIRE, EMI	PL ID:		-
Does this instructor currently hold a Please indicate if INSTRUCTOR IS Circle Rank of faculty: Instruc	UT THIS SECTION AND SIGN BEFOR EDUCATION - SPECIAL SES a regular full or part-time appointment a : PART-TIME or FULL-T tor Assistant Professor Extended Education Contract? Y	SIONS at CSUDH? Yes  TIME Associate Professor	_No Professor
•	dule a Winter online or hybrid co	, <b>-</b>	
	lline or hybrid:Yes		
	SIGNATURE SECTION	<u>1</u>	
DEPARTMENT	PREPARED BY		
CHAIR'S SIGNATURE			
DEAN'S SIGNATURE			
DEAN, EXTENDED EDUCATION	ON		

IF YOU HAVE ANY QUESTIONS PLEASE DON'T HESITATE TO CONTACT THE SPECIAL SESSIONS OFFICE IN EXTENDED EDUCATION IN EE 1300, OR CALL (310) 243-2781.