

COASTAL SENIOR COLLEGE
University College at Rockland
University of Maine System
91 Camden Street, Suite 402, Rockland, Maine 04841

COURSE PROPOSAL FORM

1. Course Instructor or Facilitator: _____

Mailing Address: _____

Phone: _____

Email: _____ @ _____

2. Course Title: (The catchier the better! Be creative!) We suggest no more than 10 words.

3. Course Description: (Please try to limit your description to 180 words, which represents 10 lines in our course catalogue)

4. Preferred Term: Spring _____ Fall _____ Winter _____

5. Preferred Location:

Rockland area: _____

Damariscotta Area: _____

Other Area (Note here): _____

6. Normally, classes are held during the day.

Preferred Day: _____

Preferred Times: _____ (usually 10:00 a.m. - 12:00 noon, 1:00 p.m. - 3:00 p.m., 2:00 p.m. - 4:00 p.m.)

7. Many classes are held for 8 weeks. However, this can vary considerably. Most are 2 hours in duration.

Fall semester usually begins the 3rd week of September. Some Winter classes are held in January, some in February. Spring semester usually begins the 3rd week of March.

How many class sessions do you anticipate: _____

Preferred start date: _____

End date: _____

8. Please describe the ideal classroom arrangement: podium, chairs in a circle, etc.

8. Additional course information: CSC cannot require students to purchase a course book. If it is highly recommended that they do so for your course, please indicate below the name of the book and the author. Your course catalogue description will then state at the end: "PLEASE

NOTE: The class instructor highly recommends that students read or purchase (Name of book) by (Author of book)."

9. Minimum class size: _____ Maximum class size: _____

10. Please present a brief summary of your experiences, particularly as they relate to the class you are proposing. This will be used in the course catalogue. Please try to limit your bio to 3 or 4 sentences if possible.

PLEASE RETURN TO: Emily MacKenzie

By email: d-emack@midcoast.com

OR by post: [77 Roderick Road, South Bristol 04568](#)

OR submit to any Curriculum Co. member