

APPENDIX A
(PLEASE COPY ON GREEN PAPER, 2-SIDED)
SNOW COLLEGE
CONCURRENT ENROLLMENT COURSE PROPOSAL

ACADEMIC YEAR FOR COURSE BEING PROPOSED _____ School District _____

Date _____ High School _____

COURSE INFORMATION: Ongoing course offering New course offering

SNOW title & number _____ SNOW prerequisites _____

Course will be taught: Full Year Beginning Date _____ Ending Date _____

Fall Semester Beginning Date _____ Ending Date _____

Spring Semester Beginning Date _____ Ending Date _____

Equipment available at course site _____

Estimated enrollment _____ Textbooks will be purchased from SNOW bookstore yes no

INSTRUCTOR INFORMATION: Previously approved instructor* New instructor**

Name _____ Highest Degree _____

Major _____ Institution from which degree was earned _____

Teaching experience _____

Other qualifications _____

*** For instructors already approved for adjunct status, please note any changes.**

**** For new instructors of academic courses, please attach transcript and résumé.**

***** For new instructors of vocational courses please attach résumé.**

SIGNATURES:

_____ Date _____
Course Teacher

_____ Date _____
School Principal/Assistant Principal

_____ Date _____
School District Administrator

_____ Date _____
SNOW Department Coordinator

_____ Date _____
SNOW Division Dean

_____ Date _____
SNOW Concurrent Enrollment Director

COURSE PROPOSAL APPROVED WITH THE FOLLOWING CONDITIONS:

(To be completed by Snow College Department):

Prerequisites Required yes no _____

Departmental Exam(s) Required yes no _____

Required Text _____

Syllabus Attached Will follow

Equipment upgrades, modifications _____

SNOW Contact (please print) _____ Date _____

SNOW Contact Signature _____ Phone number _____

COMMENTS: _____

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- Adjunct Concurrent Enrollment faculty are approved using the same criteria as contract faculty.
 - Adjunct Concurrent Enrollment faculty attend orientation/training and faculty meetings on campus.
 - SNOW faculty contacts/visits Concurrent Enrollment class instructor during the academic year.