



**OSHER LIFELONG  
LEARNING INSTITUTE**  
AT IOWA STATE UNIVERSITY

Date proposal is  
submitted

**OLLI at ISU Course Proposal**

Thank you for offering a course for the OLLI members. Please complete this form with the understanding that you may revise the course description and topics before the catalog is finalized. Once you have completed the form, save it to your computer. Attach the file to an e-mail message and then submit it to: olli@iastate.edu or jlogue@iastate.edu.

**Course Title**

General Field of Interest, eg.  
Science, music, etc.

.....

Curriculum Committee  
Contact Person

Address, city and zip code

Phone Number

E-mail

.....

Instructor or Coordinator

Address, city and zip code

Phone Number

E-mail

.....

Please provide a brief  
background/bio for the  
instructor and each presenter  
as all or part of this will be  
used in the course catalog.

Provide a phone number and  
e-mail address for each  
presenter if more than one.

Provide a course description  
that can be used to advertise  
the course in the catalog and  
you may revise this later if  
you wish

Specific topics to be covered  
in the number of classes  
proposed.

Preferred Class Size:	15 or less	Session	Sept-Nov.	Year	2016
	16-25		Jan.-Feb.		2017
	26-35		March-May		2018
	36-45				2019
	46-55				2020
	55 or more				
	specific number				

How many if a specific number is requested?

How many weeks will the class be? Fall and spring classes can be up to eight weeks and winter can be up to four weeks.

- one day
- two weeks
- 1st four weeks
- 2nd four weeks
- 1st six weeks
- Last six weeks
- eight weeks
- Other

If you selected "Other", what are you requesting?

Do you have a preference where the class will be taught?

- Horton Conference Room
- South Reiman Ballroom
- Off-sight

If you selected "Off-sight", where will the class be held.

Check all of days and times you would be available to teach.

	Monday	Tuesday	Wednesday	Thursday	No preference
9:00 am - 10:30 am					
11:00 am - 12:30 pm					
1:00 pm - 2:30 pm					
3:00 pm - 4:30 pm					
5:30 pm - 7:00 pm					

Do you have a different time period that you would like the class to be?

Will there be a recommended textbook and if so, please provide details?

Will there be a large quantity of printed materials needed and if so estimate how many copies per class session?

Which of the following items will you need during your presentation? Check all that apply.

- DVD player
- VHS player
- CD player
- LCD projector
- ELMO (opaque) projector
- Lapel microphone
- Laser pointer
- Desk top podium
- Nothing special is needed

Please list any potential guest presenters and the city in which they live.

Will travel costs be requested	yes
	no