Three Rivers Community College
COURSE PROPOSAL FORM TO TEACH ONLINE, OLCR AND HYBRID COURSES

This form needs to be completed for every course new to the ONLN, OLCR or HYBRID format. Please note, courses approved for ONLN/OLCR are automatically approved for HYBRID modality.

☐ ONLN   ☐ OLCR   ☐ Hybrid

Course Information

Course Title	Course Number	Credit Hours

Prerequisite Courses

Division/Department

Program   Effective Term

Frequency Offered

Course Description

Expected Impact on Existing Courses

Justification for New Course

Part 1: What should the learner know in advance of taking the course?

Review the Three Rivers Online Course Design Checklist, developed by the Educational Technology Task Force

Prerequisite **Skills:** What prerequisite skills, not courses, should a student have prior to beginning the class?

Part 2: What will the learner know?

Foundation: List course objectives/outcomes?

Review and Approval Signatures

_____

Dept Chair Signature   Date

_____

Approved by Curriculum Committee   Date

_____

Academic Dean Approval Signature of designee signature (authorizes   Date
placement on the schedule)

Revised 8/2021