



NON-CREDIT COURSE PROPOSAL

1) Submitted by: _____ Phone: _____

Email: _____ Date: _____

2) Suggested Title(s) _____

3) Brief course description (include target population, requirements/prereqs, format [i.e. workshop, series])

4) Course objectives (what students will be able to accomplish at end of session)

5) Topical course outline:

Session 1 _____	6 _____
2 _____	7 _____
3 _____	8 _____
4 _____	9 _____
5 _____	10 _____

6) Materials needed (books, handouts, tools)

7) Other special needs (type of room, a/v equipment, etc.)

8) Suggested cost: _____

9) Preferred schedule (Dates, days of week, times): _____

Return via fax: (808) 775-1294

Email: nherc@hawaii.edu

In person: 45-539 Plumeria St Honoka', HI 96727