



CONTINUING EDUCATION

Community Education | Driver Education | Workforce Training

CLASS/TRAINING PROPOSAL

Thank you for your interest in Rogue Community College’s Continuing Education program. Our goal is to expand RCC’s reach into the community by offering various opportunities for quality educational and lifelong learning experiences. We will use this form to determine the viability of the proposed course/s. Please answer all of questions to the best of your ability. The more information we have about your proposed course, the better we will be able to determine its feasibility as a Continuing Education Course. Please keep in mind that we work as quickly as possible, which translates to two to three terms in advance. We appreciate your patience while we turn your requests into realities! Note: If your proposal is considered, we will contact you to set up an in-person meeting.

Proposal Date:	
Proposed Class/Training Title	
Name:	Phone:
Email:	

Class/Training Description:

Who is the target audience for this class?

Outline the content of the class. Is there existing curriculum or does it need to be created/purchased (how much)?

Who would teach the class and would they be required to have specific credentials or licenses?

Is there a specific term or location this class would have to be taught in/at (e.g. summer only, Medford only)?

List any media requirements or special accommodation etc.:

Is this a single class or multiple offerings? Duration of class, number of hours/days.
