

Saint Mary's College

International or Off-campus Affiliation Program Proposal Form

Directions: The faculty member should send to the Director of International and Intercultural Learning each of the following by October 1st for programs to be offered during the next calendar year:

- 1) This form
- 2) A rationale of the proposed program, which includes its position in the context of other college offerings, the circumstances that brought about the proposal, specific reasons for prerequisites, how it will take advantage of the off-campus setting, etc.
- 3) A preliminary affiliation agreement
- 4) The course description or catalog from the program provider/other institution

PROGRAM INFORMATION

Program Title _____

Program Location(s): _____

Program Format (i.e. exchange, affiliation, third-party provider): _____

Name of partner institution: _____

Supporting department, if any: _____

Language of instruction: _____

Minimum program enrollment: _____ Maximum program enrollment: _____

Prerequisites or other eligibility requirements: _____

When and how frequently will the program be offered? _____ First time to be offered: _____

Proposed faculty coordinator(s): _____

Total program cost to us per student per semester: _____

1. Will students from Notre Dame be permitted to participate in this course through us? _____

2. List special needs (e.g., security, immigration, or recruitment issues):

3. List special features (e.g., field trips, formats, etc.)

4. How have you evaluated this institution or program's quality/match with us?

5. Have students been consulted in planning this proposal? Explain.

Signature of coordinator: _____ Date: _____