Thank you for your interest in teaching a course for the OLLI at UK, Lexington. In the write up of your proposal, please address the following elements:

Semester you are proposing to teach:

1. Suggest a title that will: a) Describe the content of the course, and b) Create interest among potential students.

2. Recommend the catalog category that best matches your content.
   (Course offerings are listed in the OLLI semester catalog under the following categories: Computers/technology, Culture, Health and Wellness, History and Government, Languages, Literature & Writing, Out of the Box, Performing Arts, Science and Environment, Visual Arts.)

3. List your course objectives:

4. Describe the content of your course:

5. Create a general course outline, including content covered in each session:

6. List the number of individual class sessions you are proposing:

7. Length of each class session:

8. Preferred maximum enrollment:

9. List the teaching methods you will use: (lecture, workshop, discussion, ppt., etc.)

10. List the major sources of materials / supplies used to create this course:

11. List any location requirements or preferences, include the following:
   a. Audio/Visual or other technology
   b. White board/Chalk Board/Flip Chart & Markers
   c. Room Set up: Classroom (tables and chairs), Theatre (chairs only), other

12. List any specific knowledge or skills students will be expected to have:
   (i.e. for an adv. language, computer, art class, or other. Important for students to know in advance)

13. List any books or supplies the students will need to purchase:
14. Attach your bio, please include the following related to your proposed course topic:
   a. Your experience and/or education (formal/informal);
   b. Research and Preparation completed related to the topic area; and
   c. What sparked your interest in teaching this course within the OLLI Program?

**Please note:**

- In submitting this Proposal, I agree not to advertise or sell any products or services from which I benefit financially to participants and guests in my course.

- Preference is for proposals to be submitted by email either as an attachment or cut and paste inside an email. (Hard copies can be mailed to the OLLI Office, if necessary.)

OLLI at UK Curriculum Committee c/o Diana Lockridge, Program Director
Diana.Lockridge@uky.edu

OLLI at UK, Lexington
UK Ligon House, 658 S. Limestone
Lexington, KY 40506-0442

Thank you and we look forward to hearing from you!