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**Salisbury University Center for International Education**

**Faculty-Led Global Seminar Program Proposal**

This form must be filed with SUCIE **BY OCTOBER 1** for **SPRING BREAK** or **SUMMER** Programs the following academic year and **BY MARCH 1** for **WINTER** Programs the following Academic Year. **NO EXCEPTIONS!**

In addition to the completed form, please include the following:  **a) Course Syllabus; b) Estimated Program Budget.**

**Program Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Program Locations(s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Faculty Director:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Department:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Telephone #:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Fax #:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **E-mail Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Program Term:** ❒ Winter ❒ Spring Break ❒ Summer **Academic Yr:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Program Length:** \_\_\_\_\_\_\_\_\_\_\_ Number of days **Estimated Program Dates:** From \_\_\_\_\_\_\_\_\_\_ To \_\_\_\_\_\_\_\_\_

**Anticipated Frequency of Program Offering:** ❒ One-time only ❒ Annual ❒ Biennial

**Cooperating Institution(s) Abroad:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Type of program housing to be used or options available (check all that apply):**

❒ Host university dormitories ❒ Home stays ❒ Hotels ❒ Apartments ❒ Youth Hostels

❒ Other (please explain): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Anticipated Student Enrollment:** \_\_\_\_\_\_\_\_\_ **Major(s) from which students are likely to be drawn:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Anticipated Course(s) Offered:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Prefix*** | ***Course Number*** | ***Section Number*** | ***Course Title*** | ***Credits*** |
|  |  | ***.901*** |  |  |
|  |  | ***.901*** |  |  |

❒ Request that SUCIE add course to schedule ❒ Department prefers to add course to schedule

**If department adds the course, please make sure to select Department Consent and set Enrollment Capacity at 0. Students should not be able to enroll themselves in the class or drop the course.**

|  |  |  |
| --- | --- | --- |
| **REQUIRED SIGNATURES** | **Printed Name** | **Signature and Date** |
| **Faculty Director** |  |  |
| **Chair of Sponsoring Department** |  |  |
| **Dean of School Housing Sponsoring Department** |  |  |
| **Dean of School Housing Faculty Director**  **(if different than sponsoring department)** |  |  |

***Center for International Education Use Only:***

**Date Received:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Program Approved** ❒ Yes ❒ No **Director Initials:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dr. Brian N. Stiegler, Director Center for International Education: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature/Date**