



Empower Me! Institute

Course Proposal

Date submitted: _____

Contact Information:

Name: _____

Company: _____

Title: _____

Mailing Address: _____

Phone: _____

Email: _____ Fax: _____

Website: _____

Blog(s) (if applicable): _____

Proposed Course Title:

Intended Session: _____ Number of Students Targeted: _____

Proposed Cost: _____

Intended Audience: _____

Course Category:

- | | |
|--|--|
| <input type="checkbox"/> Career Management/Development | <input type="checkbox"/> Social Media Branding |
| <input type="checkbox"/> Entrepreneurship | <input type="checkbox"/> Networking |

Brief description of course for marketing materials (if selected):

Course objectives/learning outcomes (include specific skills, knowledge or attitudes the student will gain):

Prerequisites for class or special requirements (age limitation, licenses, training, education or specific knowledge):

Brief description of your background, expertise, training and knowledge of this course:

List of needed instructional materials for each student (textbooks, handouts, supplies, web access, etc.):

List of needed instructional support services (course development, administrative, etc.): _____

Do you already have material prepared for this class? (books, ebooks, audio, video, etc)

Yes No

Will students need to purchase your material for this class (your material only)?

Yes No

What is the anticipated cost of these materials and is it included in the cost of the class?

Where else are you teaching this class?

Where else are you teaching other classes?

If you are currently an instructor with Empower Me! Institute, are you a:

- Basic Account Premium Account Individual Plan

If you are NOT currently an instructor with Empower Me! Institute, which option would you prefer:

- Basic Account Premium Account Individual Plan

Please attach course syllabus and outline.

All course proposals are kept confidential. We will review your course proposal and inform you of a decision within one weeks of receipt of this proposal. If your course is accepted, you will be required to submit a signed instructor agreement form (if new).

Thank you for submitting your course proposal to the Empower Me! Institute.