

Course Proposal Form

COURSE INFORMATION

Check one box: <input type="checkbox"/> New Course <input type="checkbox"/> New Section <input type="checkbox"/> Revision			Date Submitted:	
Originator Name		Coordinator Name		Phone
Program Code: <input type="checkbox"/> Agriculture and Horticulture (AGR) <input type="checkbox"/> Healthcare and Caregiver Services (HLTH) <input type="checkbox"/> Personal Enrichment (ENR) <input type="checkbox"/> Art and Design (ART) <input type="checkbox"/> Hospitality and Culinary Arts (HOSP) <input type="checkbox"/> Sports and Fitness (FIT) <input type="checkbox"/> Business and Professional Studies (BUS) <input type="checkbox"/> Industry and Trades (TRAD) <input type="checkbox"/> Sustainable Development (SUS) <input type="checkbox"/> Computers and Technology (COM) <input type="checkbox"/> Language and Communication (LANG) <input type="checkbox"/> Transportation (TRAN) <input type="checkbox"/> Education and Career Planning (EDU) <input type="checkbox"/> Online Career Training (OCT)				
<input type="checkbox"/> Public <input type="checkbox"/> Internal <input type="checkbox"/> Entered in Matrix Date _____	Course Category <input type="checkbox"/> C3T <input type="checkbox"/> Professional Development <input type="checkbox"/> International Programs <input type="checkbox"/> Special Program <input type="checkbox"/> Lifelong Learning <input type="checkbox"/> Workforce Training <input type="checkbox"/> Online Courses		Course Number (3 letter program code + 4 numeric, i.e., ARG5000): _____	
Program Areas/Streams Code (see list on back)		Keywords		
Course Title and Description (attach additional sheet if needed) _____ _____ _____ _____			Enrollment Requirements _____ _____ _____ _____	
Enrollment/View Date		Facility Needs or Special Requests		
Instructor(s)		Campus (Leeward CC, Health Academy, etc.)	Tuition \$	Room Requested
Enrollment Requirements _____				
Total Hrs	No. of Weeks	Min. Enrollment	Max. Enrollment	Max. Wait List

COURSE SECTION(S)

ATTACH SEPARATE SHEET IF MORE SPACE IS NEEDED

Start Date(s)	End Date(s)	Days of Week	Start Time	End Time

Senior Coordinator Approval	Date
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Course Proposal Form

PROGRAM AREAS (PA) / PROGRAM STREAMS (PS)

Agriculture and Horticulture - PA0001

Aquaponics - PS0001
Farming - PS0002
Landscaping - PS0003

Art and Design - PA0002

Design - PS0004
Music - PS0005
Other Arts - PS0006
Photography - PS0007
Visual Arts - PS0008

Business and Professional Studies - PA0003

Business Office Skills - PS0009
Business Writing and Communication - PS0010
Customer Service - PS0011
Entrepreneurship/ Small Business - PS0012
Finance - PS0013
Management and Leadership - PS0014
Non-Profit - PS0015
Sales and Marketing - PS0017

Computers and Technology - PA0004

Apple Authorized Training - PS0018
Apple Technologies - PS0019
Business Computing - PS0020
Collaboration - PS0021
Computer Aided Design (CAD) - PS0022
Database Technologies - PS0023
General Computing - PS0024
Geographic Information Systems (GIS) - PS0025
Mobility - PS0026
Networking - PS0027
Operating Systems - PS0028
Security - PS0029
Software Development - PS0030

System Administration - PS0031
Technical Management - PS0032
Telecommunications - PS0033
Virtualization - PS0034
Web Development - PS0035

Education and Career Planning - PA0005

Early Childhood Education - PS0036
PACE - PS0037

Healthcare And Caregiver Services - PA0006

AHIMA Coding - PS0038
Elderly Care and Home Care - PS0039
Health and Safety - PS0040
Healthcare Administration - PS0041
Healthcare Technology - PS0042
Massage Therapy - PS0043
Nursing - PS0044
Pharmacy - PS0045

Hospitality and Culinary Arts - PA0007

Industry and Trades - PA0008

Automotive - PS0046
Carpentry - PS0047
Electrician - PS0048
Facilities Maintenance - PS0049
Landscaping - PS0050
Masonry and Plastering - PS0051
Mechatronics - PS0052
Plumbing - PS0053
Power Engineering - PS0054
Process Technology - PS0055
Refrigeration and A/C - PS0056
Roofing - PS0057
Safety and Compliance - PS0058
Security and Defense - PS0059
Sheet Metal - PS0060
Telecommunications - PS0061

Transportation - PS0062
Welding - PS0063

Language and Communication - PA0009

Chinese - PS0064
English - PS0065
English as a second language - PS0066
French - PS0067
Japanese - PS0068
Korean - PS0069
Language Interpretation - PS0070
Sign Language - PS0071
Spanish - PS0072

Online Career Training - PA0010

PCATT - PA0015

Personal Enrichment - PA0011

Cooking and Baking - PS0073
Crafts and Hobbies - PS0074
Culture and Leisure - PS0075
Home and Garden - PS0076
Motorcycle Training - PS0077
Personal Finances - PS0078
Personal Health and Wellness - PS0079
Seniors Program - PS0080
Youth Program - PS0081

Sports and Fitness - PA0012

Sustainable Development - PA0013

Energy Efficiency - PS0082
Green Energy - PS0083

Transportation - PA0014