

# ***Professional Development Program (PDP) Course Proposal Form***

## **Applicant Information:**

**Contact Name:**

**Title:**

**Organization/School District:**

**Address:**

**Phone Number:**

**Email Address:**

**Fax Number:**

## **Proposed Course Information:**

**Title:**

**Description (or attach syllabus):**

## **Required Coursework:**

The Madonna Professional Development Program has a general assignment that is often used as the required coursework for PDP participants. It is called the "Assignment Template and Grading Rubric" and can be accessed at [www.madonna.edu/PDP](http://www.madonna.edu/PDP) under "PDP Forms."

Would you like to use this template as the coursework for your PDP offering?

Yes                      No

If you feel there will be sufficient work product created in your training, you may request that we accept copies of that work product in lieu of our standard assignment. If you would like us to consider this alternative, please indicate so below and attach a description of the training work product.

Alternate Assignment Requested:      Yes                      No



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## Direct Instruction:

Syllabus Attached:      Yes      No

# Days: \_\_\_\_\_ # Hrs per Day: \_\_\_\_\_

Total # of Contact Hours: \_\_\_\_\_

# of Credit Hours applying for (15 contact hours = 1 credit hour): \_\_\_\_\_

Projected Total Enrollment: \_\_\_\_\_ participants

Actual Meeting Dates and Times (A.M. and P.M., please be specific):

If you have specific questions, please contact:

Madonna University  
Leisa Carzon – Director of CSL &  
Educational Outreach  
lcarzon@madonna.edu  
www.madonna.edu/PDP  
Phone: 734.432.5654  
Fax: 734.432.5504

<b>For Office Use Only</b>
Class Number: EDU _____
Class Title: _____
_____
Semester Hours: _____
Waiver?: _____

