



AAPG Short Course/School Proposal

Please complete a form for each course/school being proposed. Additional supplementary documents or materials may be included for reference purposes. This form MUST be completed to ensure timely and accurate review by the AAPG Education Committee.

Course Title: _____

Primary Instructor – Name: _____

Please also
provide a brief bio
or vitae.

Company: _____

Address: _____

City, State, Postal Code: _____

Country: _____ AAPG Member #: _____

Phone: _____ Fax: _____

E-Mail: _____

Proposal Submitter: (if different from above) _____

Submitter's Email: _____

Additional Instructor Names (if applicable):

Please include complete contact information for these people on an additional sheet.

Suggested Duration of Course (# of days): _____

Potential Target Audience (Who should attend?): _____

What percentage of the course material will be delivered by? (select all that apply)

____ % Lectures ____ % Workshop exercises ____ % Field Trip ____ % Core Workshop ____ % Online

Course Objectives:

What practical applications will the attendee take away from the course in terms of knowledge and job enhancement?

Content: include list of key topics to be addressed

Course Notes to be given to attendees:

Number of pages, percentage mixture of text and figures, number of workshop exercises, glossary of terms, etc.:

Materials, Equipment:

Most courses are assumed to be taught using PowerPoint slides, so a screen and LCD projector are standard A/V requests. Please specify any additional materials or equipment necessary to teach this course that will affect the cost of the course, such as colored pencils, rulers, triangles, drawing compasses, additional audio/visual needs (overhead and/or slide projector, second screen, desktop PC, etc.). Also list materials each attendee will be required to bring such as calculator, laptop computer, etc.

Is a specific location preferred for this course? If so, where and why?

Additional information not covered above you feel is pertinent to the uniqueness of this course:

References

Please provide names and contact information of people who have either taken your course, or other professional colleagues who can attest to your experience and teaching credibility.

Name	Phone Number	Email