

COURSE PROPOSAL FORM 2008

OFFICE OF SPECIAL PROGRAMS
ROCHESTER SCHOLARS AND ROCHESTER SCHOLARS, JR.



Please check all sessions that you are willing and available to teach for the year 2008.



ROCHESTER SCHOLARS STUDENTS IN GRADES 9 – 12

Winter Session (February 18 – 22)

- Morning (9 a.m. – noon)
- Afternoon (1 p.m. – 4 p.m.)
- No preference

Spring Session (April 14 – 18)

- Morning (9 a.m. – noon)
- Afternoon (1 p.m. – 4 p.m.)
- No preference

Summer Session A (July 14 – 25)

- Morning (9 a.m. – noon)
- Afternoon (1 p.m. – 4 p.m.)
- No preference

Summer Session B (July 28 – Aug. 1)

- Morning (9 a.m. – noon)
- Afternoon (1 p.m. – 4 p.m.)
- No preference



ROCHESTER SCHOLARS, JR. STUDENTS IN GRADES 6 – 8

Winter Session (February 18 – 22)

Full Day (9am – 4pm)

Spring Session (April 14 – 18)

Full Day (9am – 4pm)

Summer Session (August 4 – 8)

Full Day (9am – 4pm)

CONTACT INFORMATION

Name _____

Job Title/Employer _____

Are you affiliated with the U of R? If so, how? _____

Work Address _____

Home Address _____

Phone: Work _____ **Home** _____ **Cell** _____

E-mail _____

How would you prefer we contact you? Work Phone Home Phone Cell Phone E-mail

COURSE INFORMATION

1. Proposed Course Title

2. Brief Course Overview (Abstract of the course as it might appear in our brochure)

Experience has proven that a combination of enthusiastic instruction and interactive activities lead to more motivated students, more active participation, and higher student satisfaction. Proposed courses should be exciting, and presented in a matter that will build a student's passion for the subject area.

3. What are the most interesting components of your proposed course? Why is this topic particularly interesting or relevant to students?

4. What groups/organizations within the community or in schools do you think would find interest in this course?

5. Do you have contacts within these organizations? If so, please list names and contact information:

6. Please attach the following:

- ✓ A cover letter that will give the Course Selection Committee an accurate and compelling overview of the proposed course, including focus and goals and expected outcomes for students
- ✓ A reference from a fellow professor, teacher, colleague, or past student that attests to your character and/or your expertise in your field.
- ✓ A syllabus to include engaging, hands-on activities that will be incorporated into the course
- ✓ An updated C.V., resume, or bio that demonstrates your history and expertise in this subject area

CLASSROOM/COURSE RESOURCES

*Note: **Need** denotes that you cannot run the class without this resource.

Desire denotes that it would enrich the classroom experience, but is not necessary for the class to run.

I. Classroom requests

Please consider the atmosphere and resources you will need to run your class.

	Need	Desire
Room in Medical Center	<input type="checkbox"/>	<input type="checkbox"/>
<u>River Campus:</u>		
MAC Computer Lab (with computers for each student)	<input type="checkbox"/>	<input type="checkbox"/>
PC Computer Lab (with computers for each student)	<input type="checkbox"/>	<input type="checkbox"/>
Teacher Station (projector, screen and laptop or laptop hookup)	<input type="checkbox"/>	<input type="checkbox"/>
Laptop or PC for Instructor	<input type="checkbox"/>	<input type="checkbox"/>
DVD Player / TV/ VCR	<input type="checkbox"/>	<input type="checkbox"/>
Stage Area	<input type="checkbox"/>	<input type="checkbox"/>
Chemistry or Biology Lab (circle one)	<input type="checkbox"/>	<input type="checkbox"/>
Microscopes	<input type="checkbox"/>	<input type="checkbox"/>
Moveable Chairs and/or Desks	<input type="checkbox"/>	<input type="checkbox"/>
Lecture-style seating	<input type="checkbox"/>	<input type="checkbox"/>
Dry-erase Board	<input type="checkbox"/>	<input type="checkbox"/>

Additional needs/desires for your classroom:

2. Supply Requests

Please list any other supplies you will need to run your class. (We will provide the white tri-fold board and materials you will need in order to create your board for the big presentation at the end of your session.)

Please Note:

- ✓ Try to be as specific as possible, and give costs and vendors for each item.
- ✓ Please balance the importance of providing a great experience with the need to keep costs reasonable.
- ✓ The preliminary supply list may be compared to final supply requests, and may not be granted if not initially indicated.
- ✓ Once your class has started, it is very difficult to get supplies, so please attempt to be as thorough as possible in your requests.

	Need	Desire
Textbook	<input type="checkbox"/>	<input type="checkbox"/>
Title _____ Author _____		
Cost _____ Vendor _____		Quantity _____

	Need	Desire
Supplies <i>(use additional sheets if necessary)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Item _____		
Cost _____ Vendor _____		Quantity _____

	Need	Desire
Item _____	<input type="checkbox"/>	<input type="checkbox"/>
Cost _____ Vendor _____		Quantity _____

	Need	Desire
Item _____	<input type="checkbox"/>	<input type="checkbox"/>
Cost _____ Vendor _____		Quantity _____

	Need	Desire
Item _____	<input type="checkbox"/>	<input type="checkbox"/>
Cost _____ Vendor _____		Quantity _____

	Need	Desire
Item _____	<input type="checkbox"/>	<input type="checkbox"/>
Cost _____ Vendor _____		Quantity _____

Copying number of copies per student: Black and White _____ Color _____

3. Off Campus Field Trips Request

If you plan to request a field trip, please list your request in detail below.

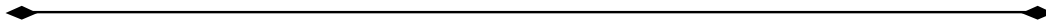
Destination _____ Date _____

Contact _____ Cost of admission _____ Departure time _____ Return Time _____

4. Outside Lecturer Request (please provide name and affiliation and specify if an honorarium is expected):

Signature _____ **Date** _____

Please contact the Office of Special Programs at 275-2344 with any questions about Rochester Scholars.



The deadline for proposals for all sessions is Friday, October 19, 2007.

Proposals may be sent or faxed to:

University of Rochester
Office of Special Programs – RS Proposal
127 Lattimore Hall, PO Box 270358
Rochester, NY 14627-0358
Fax: (585) 461-5901

Keep in mind that these courses are for students in middle and high school and that active participation and hands-on experiences by students are important components of successful courses. It is important to consider course content and delivery. Because these courses are offered during school breaks and summer vacation and carry no academic credit, out-of-class assignments should be limited.

Rochester Scholars classes offered during one-week sessions (Winter, Spring, and Summer B) meet for a total of 15 hours. Rochester Scholars classes offered during the two-week session (Summer A) meet for a total of 30 hours. All classes meet for three consecutive hours, five days a week. Instructors must be available during the entire class period.

Rochester Scholars Jr. classes offered during all sessions meet for a total of 30 hours for six hours a day, five days a week. Instructors must be available during the entire class period.

Winter and Spring Sessions are offered during the Monroe County School District’s February and April breaks.