

SUMMER 2025 COURSE PROPOSAL

DUE DATE: SEPTMBER 27TH, 2024

Please complete one form for each course and submit form to Jeanette Luong at
luongj@berkeley.edu.

Course information

Course Number: _____ How many section(s): _____ Est. Enrollment: _____ Max Enrollment Limit: _____

Course Title: _____

Preferred Days & Time: _____

Requested Room Characteristics: _____

Session: 1st 6 week (5/27 – 7/3/2025) 10th week (6/9 – 8/15/2025) 8th week (6/23 - 8/15/2025)
 2nd 6 week (7/7 – 8/15/2025) 3rd week (7/7 – 8/15/2025) special 6th week (_____)

Is this course open to the general public? Yes No

Has this course been approved for the Fall/Spring semester? Yes No

Has this course been approved for the summer? Yes No

If yes, please attach a copy of the most recent course syllabus.

If not, please submit a course approval form to **Jeanette Luong**

Instructor information

Name of Instructor of Record: (GSE Fac.) _____

Instructor Phone: _____ Email: _____

For GSE Faculty--Will teaching this course in summer impact instructional offerings or workload during the fall or spring semester? Yes No

Actual Instructor(s) Name (only if different from above) _____

Actual Instructor(s) Phone: _____ Email: _____

Other

Additional Comments Re: Course Needs _____

INSTRUCTOR OF RECORD (SIGNATURE): _____ **DATE** _____

For office use only

Date Received _____ GSE Review: _____ UCB/SS Submissions: _____ Room Assigned: _____