1. Course Title

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| --- |
| Click or tap here to enter text. |

1. Course Description

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| --- |
| Click or tap here to enter text. |

1. Course Objective

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| Click or tap here to enter text. |

1. Intended audience
(*provide a brief description of the target audience, see example below):*

*Hazard communication professionals looking to strengthen their Dangerous Goods environmental hazard classification skills, and dangerous goods professionals looking to strengthen their environmental hazard data assessment skills.*

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| Click or tap here to enter text. |

1. Course Level

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|[ ]  Introductory |
|  |  |
|[ ]  Intermediate |
|  |  |
|[ ]  Advanced |

1. Course Length

|  |  |
| --- | --- |
| Click or tap here to enter text. | Number of sessions |
|  |  |
| Click or tap here to enter text. | Number of hours per session |

1. Proposed dates and times

Month\*: Click or tap here to enter text.
Day(s)\*\*: Click or tap here to enter text.
Time\*\*\*: Click or tap here to enter text.

\*Month: should be at least two months away from the day you submit this proposal.
\*\*Day(s): should not be scheduled on a week that contains a holiday or during SCHC Spring or Fall meeting days.
\*\*\*Time: if the course contains more than one session, time should be consistent for all sessions (i.e. all sessions occur from 1:00 pm – 5:00 pm). All times should be in Eastern time.

1. Course Coordinator

|  |  |
| --- | --- |
| Name and Credentials | Click or tap here to enter text. |
| Position/Title | Click or tap here to enter text. |
| Company | Click or tap here to enter text. |
| Address | Click or tap here to enter text. |
| City: | Click or tap here to enter text. | State: | Click or tap here to enter text. | Zip: | Click or tap here to enter text. |
| Country: | Click or tap here to enter text. | Phone: | Click or tap here to enter text. | Email: | Click or tap here to enter text. |
| Biography as it will appear in the brochure | Click or tap here to enter text. |

1. Course Instructor (If no one else is instructing this course, please write ‘Does not apply’ in the ‘Name and Credentials’ space y the following tables).

|  |  |
| --- | --- |
| Name and Credentials | Click or tap here to enter text. |
| Position/Title | Click or tap here to enter text. |
| Company | Click or tap here to enter text. |
| Address | Click or tap here to enter text. |
| City: | Click or tap here to enter text. | State: | Click or tap here to enter text. | Zip: | Click or tap here to enter text. |
| Country: | Click or tap here to enter text. | Phone: | Click or tap here to enter text. | Email: | Click or tap here to enter text. |
| Biography as it will appear in the brochure | Click or tap here to enter text. |

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| Name and Credentials | Click or tap here to enter text. |
| Position/Title | Click or tap here to enter text. |
| Company | Click or tap here to enter text. |
| Address | Click or tap here to enter text. |
| City: | Click or tap here to enter text. | State: | Click or tap here to enter text. | Zip: | Click or tap here to enter text. |
| Country: | Click or tap here to enter text. | Phone: | Click or tap here to enter text. | Email: | Click or tap here to enter text. |
| Biography as it will appear in the brochure | Click or tap here to enter text. |

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| Name and Credentials | Click or tap here to enter text. |
| Position/Title | Click or tap here to enter text. |
| Company | Click or tap here to enter text. |
| Address | Click or tap here to enter text. |
| City: | Click or tap here to enter text. | State: | Click or tap here to enter text. | Zip: | Click or tap here to enter text. |
| Country: | Click or tap here to enter text. | Phone: | Click or tap here to enter text. | Email: | Click or tap here to enter text. |
| Biography as it will appear in the brochure | Click or tap here to enter text. |

1. Agenda

Please submit a detailed preliminary agenda to your course. See an example below:

|  |
| --- |
| **DAY 1:** **Thursday, October 04, 2018** |
| 1:00 – 1:15 | Introduction and Agenda |
| 1:15 – 4:45 | GHS & EHSTDG & IMO & EHS Toxicological TerminologyCalculation Methods GHS Environmental Hazard ConclusionsReview of Ecotoxicology Data Assessment |
| 3:00 – 3:10  | Break |
| 4:45 – 5:00 | Instructions and Distribution of Exam |
| **DAY 2:** **Tuesday, October 09, 2018** |  |
| 1:00 – 4:45 | Application of GHS conclusions to ADR/RID/ADN and IMDG CodeUS RQ/Hazardous Substances ListUS Marine Pollutant ListMarine Pollutants in International DG regulationsOperational Exceptions |
| 3:00 – 3:15 | Break |
| 4:45 – 5:00 | Instructions and Distribution of Exam |

1. Photograph: Attach to your reply email a photograph per instructor. The photograph will be used in the brochure.
2. Answer the following questions:
	1. Do you intend to include a test to the end of your course?
	2. Do you intend to give a certificate to attendees?
	3. Will you use poll questions during your course?
3. Is this course currently being offered or will be offered on another platform?

|  |  |
| --- | --- |
|[ ]  Yes |  |
|  | Platform website | Click or tap here to enter text. |
|  | Dates that will be offered  | Click or tap here to enter text. |
|  |  |  |
|[ ]  No |  |

YOUR PROPOSAL WILL NOT BE ACCEPTED IF ANY OF THE ABOVE POINTS IS MISSING.