

See the Off-Campus Interim Course Sections of the IDOCS Academic Policies and Procedure Manual - Off-Campus Supplement Interim Programs -St. Olaf College

1. Proposals for off-campus Interim courses shall demonstrate the centrality of the course to the college curriculum. Furthermore, they shall provide a rationale for conducting the course off-campus by explaining the significance of the location(s) to the overall educational experience. The proposal and Off-Campus Supplement together shall provide a clear picture of the careful integration of course content and on-site living and learning opportunities.
2. **Itinerary:** Provide an itinerary for the proposed course and include a rationale which relates the itinerary to the academic goals of the course. (See B and C of the Off-Campus Interim Courses section of the IDOCS Academic Policies and Procedures Manual)
3. **Daily Schedule:** Provide a description of a typical day on site (include daily schedule, description of traditional academic learning and/or experiential learning activities, and student options for free time).
4. **Language Issues:** If English is not the language of the location of the interim course, will there be a language prerequisite for the course? If not, how will participants carry out their course work and interact with the local populations?
5. **Cross Cultural Learning:** Provide a description of how the course will assist students in developing cross cultural competency.
6. **Homestays:** If the Interim involves a homestay experience, describe the length of the homestay, the individuals and/or organizations responsible for arranging homestays, and the criteria used to select host families. (See L of the Off-Campus Interim Courses section of the IDOCS Academic Policies and Procedures Manual)
7. **Suggested Minimum and Maximum Enrollments:** What are your suggestions for minimum and maximum number of students for this interim? Please provide a rationale for these numbers. (See E of the Off-Campus Interim Courses section of the IDOCS Academic Policies and Procedures Manual)
8. **Instructor Qualifications:** Provide an account of previous experience in the countries and cultures to be visited (and/or an indication of how you plan to acquire additional knowledge); benefits to your professional development; and previous experience with leading student groups off-campus. Describe your language skills and/or in-country experience if appropriate to the course. (See H of the Off-Campus Interim Courses section of the IDOCS Academic Policies and Procedures Manual)

**Additional Signatures Certifying Approval**

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<i>Program or Concentration</i>	<i>Signature</i>
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<i>Program or Concentration</i>	<i>Signature</i>
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<i>Program or Concentration</i>	<i>Signature</i>