

NOTE: Click the blue text fields to begin typing. Proceed orderly (to go forward to next field, press  on keyboard).

COURSE PROPOSAL FORM

Osher Lifelong Learning Institute (OLLI) at Sierra College

TERM: Fall 2026 | DATES: (Mon) August 24 – (Fri) December 4

*INSTRUCTOR INFORMATION		*Banner ID # (if known / 9 digits):					
First Name:		Last Name:		Middle Initial:			
Address:		City:		ST:		Zip:	
Phone:		Email:					

✓ **Check Box That Applies to You:** I am a ... NEW Instructor *or* RETURNING Instructor

If you are a **NEW Instructor** (or are missing, or need to revise, your instructor biography on our student registration website) please provide the following (along with a photo of yourself if we don't have one):

A BRIEF BIOGRAPHY, INCLUDING DEGREES HELD AND TEACHING EXPERIENCE, IN BOX BELOW (FOR PUBLISH):

COURSE INFORMATION

→ **Course Title (GOES HERE):** _____

COURSE DESCRIPTION FOR WEBSITE: (THIS DESCRIPTION CAN BE A BIT LONGER AND MORE DESCRIPTIVE)

COURSE DESCRIPTION FOR PRINT CATALOG: (SHORT DESCRIPTION ABOUT 25 WORDS OR LESS)

✓ **CHECK APPLICABLE BOXES/TYPE BELOW:**

Type: Face-To-Face (Meets In-Person/On-Ground) *or* Online (Meets Online via Zoom) *or* Field Trip

Primary Subject Area for Print Catalog (check subject area listed below / type subject, if Other):

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Arts | <input type="checkbox"/> Field Trips | <input type="checkbox"/> Humanities | <input type="checkbox"/> Special Interest Groups |
| <input type="checkbox"/> Civics | <input type="checkbox"/> Film | <input type="checkbox"/> Literature and Writing | <input type="checkbox"/> Travel Tuesday |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Government and Politics | <input type="checkbox"/> Music | <input type="checkbox"/> Wellness and Fitness |
| <input type="checkbox"/> Family History | <input type="checkbox"/> History | <input type="checkbox"/> Science & Technology | <input type="checkbox"/> Other: _____ |

Additional Subject Areas for Website (check all that apply below):

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Arts | <input type="checkbox"/> Field Trips | <input type="checkbox"/> Humanities | <input type="checkbox"/> Special Interest Groups |
| <input type="checkbox"/> Civics | <input type="checkbox"/> Film | <input type="checkbox"/> Literature and Writing | <input type="checkbox"/> Travel Tuesday |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Government and Politics | <input type="checkbox"/> Music | <input type="checkbox"/> Wellness and Fitness |
| <input type="checkbox"/> Family History | <input type="checkbox"/> History | <input type="checkbox"/> Science & Technology | <input type="checkbox"/> Other: _____ |

→ Do you consent to Record your Online-Zoom OLLI classes with us? Yes *or* No *or* N/A

INSTRUCTOR PAY

I would like to volunteer my time to the OLLI Program *or* Pay me (\$35/hour) for my instruction

SCHEDULING PREFERENCES – DAYS, DATES, AND TIMES

OLLI Fall 2026 courses will be scheduled between **Monday, August 24th – Friday, December 4th; with no classes scheduled on (M) September 7th, (M) October 12th – (F) October 16th, (W) November 11th, and (Th) November 26th – (F) November 27th** (Closed Closed). Courses run Monday through Friday. We are closed on Weekends & Holidays.

Are there any days, dates, or times that you cannot teach during the Fall 2026 Term? Please indicate those here: _____

Number of Class Sessions – How many classes in total for the course? _____

Duration of Class Sessions – How many minutes and/or hours is each class meeting? _____

Total hours of the course (all sessions from start to end): _____

✓ CHECK BOXES/TYPE RESPONSES FOR CLASS SESSION SCHEDULE PREFERENCES BELOW:

Proposed Schedule	Desired Day(s)	Desired Time	*No Class Dates	Desired Term Dates
<input type="checkbox"/> One time Lecture	<input type="checkbox"/> Monday	<input type="checkbox"/> Morning	*No classes: (M) 9/7 Labor Day (M) 10/12 – (F) 10/16 Mid-Term Break (W) 11/11 Veterans Day (Th) 11/26 – (F) 11/27 Thanksgiving Break	Fall 2026 Session Dates:
<input type="checkbox"/> Weekly	<input type="checkbox"/> Tuesday	<input type="checkbox"/> Afternoon		<input type="checkbox"/> August 24 – October 9
<input type="checkbox"/> Bi-Weekly	<input type="checkbox"/> Wednesday	<input type="checkbox"/> Any		<input type="checkbox"/> October 19 – December 4
<input type="checkbox"/> Monthly	<input type="checkbox"/> Thursday	Start time: _____		Start date: _____
<input type="checkbox"/> Daily/Consecutive	<input type="checkbox"/> Friday	End time: _____		End date: _____
<input type="checkbox"/> Any	<input type="checkbox"/> Any			

Type/Share Any Additional Scheduling Comments in the Box Below:

LOCATION PREFERENCE (for Face-to-Face courses):

Rocklin Campus Nevada County Campus Twelve Bridges Lincoln Library Other: _____

AUDIO/VISUAL REQUIREMENTS (check all that apply below):

Computer VCR/DVD Player Monitor/Projector CD Player Internet Access White Board

EMAIL COMPLETED FORM

NOTE: After saving to your device, send completed form by email to Shari Smith at: ssmith@sierracollege.edu