

EUPeace

Lifelong Learning Course Proposal Form

This document serves to compile the necessary information for decisions by the Executive Boards – most notably, the Education Board and the Quality Assurance Board.

Colleague responsible for the development of the learning unit:

Management of the learning unit:	
Department / Institute:	
University:	
Name:	
Position / function in the university:	
Telephone number:	
Email address:	

A: Formal information about the learning unit:

A1: Unit title:



A2: Provider:

Which professorship(s) / which departments in which institute / faculty is/are the (co-)provider and host of the lifelong-learning unit?

A3: Internal institutional approval:

If this lifelong learning offer **already** exists, which internal institutional approval processes has it undergone?

If the offer is being newly created, which internal institutional approval processes will it have to undergo? Please provide a timeline estimate for these processes: the more detail you are able to provide, the better.

A4: Further Alliance partners:

Which professorship(s) at which faculty/faculties is/are the (co-)provider(s) of the lifelong-learning unit?

A5: Scope:

What is the scope of the unit (in ECTS points)?

A6: Format of the unit:

In what form and format will the unit be developed and offered?

In what form will participation take place (e.g. face-to-face, online, hybrid)?

On what platform?

In which language?

Please provide as much detail as you can.

A7: (Proposed) start and frequency of the offer:

When (i.e., in which semester) will the unit be offered for the first time? At what frequency / regularity will it be starting?

B. Description:

B1: Objectives, content specifications and central idea

Please explain the objectives / content specifications / central idea of the unit.

B2: Qualification objectives and learning outcomes

What are the qualification objectives of the unit?

NB. The qualification objectives should be designed in line with the learning outcomes in a competence-oriented manner (i.e., oriented towards the principle of student-centred teaching and learning). Please list the intended learning outcomes according to the following scheme: "Upon completion of the course, participants will be able to..."



B3: Target group

What is the target group/what are the target groups of the unit? Please try to define your target group(s) as precisely as possible, distinguishing not only between already enrolled students and external participants, but also between different categories of students (e.g., Bachelor, Master, Teacher Training, Medical & Law students – if different from Bachelor students).

B4: Prerequisites / Entry requirements or recommendations

What are the prerequisites for participation in the unit? Are these strict requirements or recommendations?

B5: Assessment

Is a form of assessment planned – and if so, what form will it take?

B6: Certification of the offer:

How will the offer be certified? By which universiti(es) and in which form(s)? Will certification involve the issue of digital badges?



C. Calculation:

C1: Costs:

Please attach a full cost calculation to this introductory concept, and comment on it here if necessary.

C2: University funding / participation fees:

Will the offer be covered from standard university funding source, or will you need to charge a participation fee?

Will a fee be charged for some participants (e.g., external learners) and not for others (e.g., enrolled students)? Will a particular category of participant be subsidized?

C3: Minimum number of participants:

C4: If applicable: Funding arrangements with cooperation partners:

What are the arrangements for splitting the funding between two or more partners? E.g., do both universities collect fees, or does one collect the fees and distribute them according to contribution?



D. Annexes

Please attach the following documents to your application:

- Full cost calculation
- ...

