

Short course information and checklist

Course information

Set out the course details under the following headings. This information will be published on the Short Courses website and Genius platform for an external audience.

COURSE TITLE:

COURSE OVERVIEW:

WHY IS THIS COURSE FOR YOU:

COURSE CONTENT:

MODE OF DELIVERY:

Online (BB Learn Ultra & Genius)

Hybrid (BB Learn Ultra & Genius)

Face-to-face (Genius)

TARGET AUDIENCE:

SUGGESTED KEYWORDS:

Offerings

Please provide details of all offerings below. Each course can have multiple offerings with different start dates.

OFFERING 1:

Start date:

End date:

Duration:

Certificate of completion: Yes No

Indicate duration on certificate: Yes No

Venue (if applicable):

Instructor for this offering:

Cap/max:

Area (select one):

Price:

OFFERING 2:

Start date:

End date:

Duration:

Certificate of completion: Yes No

Indicate duration on certificate: Yes No

Venue (if applicable):

Instructor for this offering:

Cap/max:

Area (select one):

Price:

(For additional offerings please add page)

SELECT A COST CENTRE/FLEX CODE:

ASSOCIATE DEAN DISCIPLINE

SIGNATURE

DATE:

EXECUTIVE DEAN

SIGNATURE

DATE: