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

|  |  |
| --- | --- |
|  | 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).

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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. | |
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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 & EHS  TDG & IMO & EHS  Toxicological Terminology  Calculation Methods  GHS Environmental Hazard Conclusions  Review 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 Code  US RQ/Hazardous Substances List  US Marine Pollutant List  Marine Pollutants in International DG regulations  Operational 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.