

## **Sponsored Educational Experiences in the KU Core – Proposal Guidelines**

In order to approve an educational experience for a KU Core Goal, the Office of Undergraduate Studies will need to receive a proposal that meets the following guidelines:

1. What KU Core goal does the educational experience meet? How does this educational experience meet the learning outcomes of the particular goal?
2. Description of learning experience: This section should include the details of the experience, including the timeframe.
3. Provide the plan for guided reflection that includes how the learner must test assumptions and hypotheses about the outcomes of decisions and actions taken, then weigh the outcomes against past learning and future implications.
4. How will the faculty sponsor monitor student progress during the experience?
5. Are any credit-bearing course(s) included in the experience? Please list.
6. How will faculty assess student progress in relation to the learning outcomes of the KU Core goal?
7. How will the educational experience document the learning? How will you document the required number of contact hours?
8. What is the product that the students will be producing at the conclusion of the experience?

Proposals must have a KU faculty sponsor and are submitted for administrative review by the Office of Undergraduate Studies to determine if it needs further review by a subcommittee of the UCCC.