**Course Proposal Radboud Summer School 2020 (deadline 1 September 2019)**

For academic staff from partner universities

Title of the course (max 60 characters)
*Please create a title that covers the content ánd is attractive. The Radboud Summer School Organisation can edit the title for marketing:*

Enter here

Course description Short (max 200 characters)*This text will be used in for your digital course flyer and other marketing communication. Please write it from the perspective of the applicant and highlight the unique selling points of the course. The Radboud Summer School Organisation can edit the text for marketing reasons.*

Enter here

## **Course description long** (max 2500 characters)

*This text will also be used on the RSS website and in other marketing communication. Please write it from the perspective of the applicant, highlight the unique selling points of the course and indicate as detailed as you can what topics will be covered. The Radboud Summer School Organisation can edit the text for marketing reasons.*
Enter here

Course Leader (you)

*Could you please be so kind to provide us with the following information? The items with a \* will be published if your course will be selected. We would like to receive your office address so we can send you our flyers and posters. We will contact your work phone during office hours to discuss any matters related with the summer school. We will only use your mobile phone in case of emergencies.*

Name\* : Enter here

Position\* : Enter here

University\* : Enter here

Department\* : Enter here

Address : Enter here

e-mail address : Enter here

Telephone work : Enter here

mobile : Enter here

**Additional lecturers (if applicable)**

Please provide the requested information. The items with a \* will be published if your course will be selected.

Please note that we will only cover costs of one additional lecturer.

Name\* : Enter here

Position\* : Enter here

University\* : Enter here

Department\* : Enter here

e-mail address : Enter here

 *Please include a short biography (and if applicable short biographies of the additional lecturers). This information will be shared on our webpage if your course is selected.*

Enter here

We also would like to receive a profile picture *(and if applicable pictures of additional lecturers).* You can send this picture as a separate jpeg file along with this course application and the CV’s.

**Cooperation***(please tick one)*

[ ]  The course is developed and delivered by myself (or my university) only.

[ ]  The course is developed by myself (or my university), but delivered in cooperation with staff from Radboud University.

[ ]  The course is jointly developed by both my university and Radboud University (joint course).

Please indicate your contact at Radboud University (if applicable)

Enter here

 **Curriculum Vitae** (please attach your CV and tick the box)

[ ]  I have attached the CV of myself and, if applicable, of the additional lecturers

Learning Outcomes

*Please indicate 2 to 4 competences which the participant will be able to, after the course. This text will be used on the RSS website and other marketing communication. The Radboud Summer School Organisation can edit the text for marketing reasons.*

After this course you are able to:

1. Enter here
2. Enter here
3. Enter here
4. Enter here

Level of participant
*Please tick from which current level you would like to admit participants. You can tick more than one box. If you tick master you will admit applicants who are doing a master study* ***at the moment. So the level is not the degree they already have obtained.***  *Another example: If you select Advanced bachelor only this means that you will only admit bachelor students who have finished their first year. You do not allow participants from any other level. Courses (leaders) usually welcome participants from max 2-3 levels.*

[ ]  1st Year Bachelor

[ ]  Advanced Bachelor

[ ]  Master

[ ]  PhD

[ ]  Post-doc

[ ]  Professional

## **For whom is the course designed** (max 300 characters)

*Please indicate the targets group(s) who might be interested in or benefit from your course. The text can be general and attractive. This text will be used on the RSS website and other marketing communication. The Radboud Summer School Organisation can edit the text for marketing reasons.*

Enter here

## **Admission Requirements**

*Please indicate here what you expect from your participants in terms of prior study, skills, knowledge, experience, etc. This text should be rather specific. This text will be used on the RSS website and other marketing communication.*
Enter here

Admission Documents
*Please indicate which additional documents you need from the applicant (e.g. CV, motivation letter, transcript of records, etc). You can select more than one option.*[ ]  None
[ ]  Motivation letter
[ ]  CV
[ ]  Other, Enter here

Dates

*Time slot August Summer School:*

[ ]  3 – 7 August 2020 One week course

[ ]  3 – 14 August 2020 Two week course

[ ]  10 - 14 August 2020 One week course

ECTS credits
*Participants will receive 2 ECTS credits (56 hours incl. preparation) for successfully completing a one week course and 4 ECTS credits (112 clock hours incl. preparatory work) for a 2 week course. Certificates will be prepared by Radboud Summer School.*

Enter here ECTS credits

Study Load
*Please indicate the study load for your course.*

|  |  |
| --- | --- |
| * Pre-course assignments/reading
 | Enter herehours |
| * Class attendance
 | Enter here hours |
| * Self-study
 | Enter here hours |
| * Assignment(s)
 | Enter here hours |
| * Presentation(s)
 | Enter here hours |
| * Other
 | Enter here hours |
| **Total** | 56 hrs *(for 1-week course),* 112 hrs *(for 2-week course)* |

Literature
*You can include here a list of reading materials for your participants. If you do not have that information at this moment, you can send it to us before we publish your course online.*
Pre-course literature: Enter here
Obligatory reading: Enter here
Recommended reading: Enter here

Assessment
*Please write a short description of the assessment method. For example:*“*During the course, three assignments will be handed out. For each assignment, participants will write a report, answering the questions in the assignment, and giving sufficient explanation to motivate the answers. There will be no separate exam. Participants get the chance to improve one failed assignment so that it passes the requirements.”
Please note that participants will not receive a grade, they will either receive a pass or a fail.*

Enter here

**Preliminary Overall Schedule Radboud Summer School***You can find the overall schedule of the Radboud Summer School in the Information Guide Course Applications 2020. If you have a preliminary day-to-day programme of your course, you can insert it below. Please do not schedule any class activity during the following time slots:*

* *Monday: 09.30-11.00 Opening Event Radboud Summer School*
* *Friday: 16.00-18.00 Farewell Ceremony and drinks afterwards*
* *Evenings (except for Thursday) due to the scheduled social events*
* *1 ½ hours between 12.00-14.00 (lunch break)*

*In the day-to-day programme you can include the topics that you will address, the teaching method (lecture, workshop, lab visit, etc.) and lecturers involved.*

*If you do not have a preliminary day-to-day programme yet, you can send it to us before the 1st of December 2019 when we publish your course online. The preliminary programme can be adjusted by you anytime when more detailed information becomes available.*

Enter here

Admission of applicants
*Please indicate if you opt for central or decentralised admission. For more information regarding admission, please refer to the RSS information guide for course applicants 2020.*

[ ]  Admission by course leader (you)

[ ]  Admission by Radboud Summer School

Number of Participants
*Please indicate the minimum number of participants you need for the course (default is 7) and the maximum number of participants you allow. If you already have an idea of the number of participants you expect, please mention the number.*

Minimum # participants: Enter here (10 = default, you can change)
Maximum # participants: Enter hereExpected # participants : Enter here

Facilities
*All rooms will be equipped with a computer, a screen and internet. If there are any special needs with regard to the classroom (e.g. no fixed tables/chairs) then notify us. Please indicate also if you need an extra breakout room. RSS does not provide lab facilities or computer rooms. Please note that you need to book this specific rooms yourself. RSS does not pay for the costs of these special facilities.*

Enter here

Additional information for RSS Organisation (max 500 characters)
*Here you can add information that might be relevant for the RSS Selection Committee which reviews the course proposal. This information will not be published.*

Enter here

**Signature course leader**

*I declare that I have read the Information Guide for course applicants and that I understand that:*

* *This application is subject to a selection.*
* *If the course is selected, an agreement will be made between the course leader and the Radboud Summer School organisation.*
* *The course leader is fully responsible for the content and actual delivery of the course.*
* *The course leader is expected to take care of specific marketing activities for his/her course.*
* *No major changes can be made in the content of the course after selection.*

No major changes can be made in the content of the course after selection.

Date: Enter here

Signature:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The deadline for receiving your application, CV and profile picture is **1 September 2019.**

Please send the **original word document** and **a pdf scan of the** **signed document** to radboudsummerschool@ru.nl

For more information please contact:

Alice Nieboer

Manager Summer School

Mail: radboudsummerschool@ru.nl

Phone: + 31 24 3620308

Mobile: + 31 6 21958358