See AE Program Manual Section 7 for details on what to include in Course Description and submitting courses.
Not all questions may be applicable to all providers.
For More Information:

ICCB
ILLINOIS COMMUNITY COLLEGE BOARD

New Course Submission – Adult Ed/ESL Courses
(Form 11C)
(must be submitted with Form 11 as an attachment via ICCIS)

Provider Name:
_____ **APC # & Code/5-Digit College #:** _____

Instructional Category: _____ **PCS Code:** _____ **CIP Number:** _____ **Fixed Enrollment:** _____ **Open Enrollment:** _____
Course Number: _____ **Course Title**: _____
Intensity and Duration (Hrs. per Day/Days per Week/Number of Weeks)**:** _____
Population the Course is Expected to Serve: _____

Credit Hour Total: _____   **Units of Instruction Minimum:** _____   **Times Course Can Be Repeated:** _____
         Fixed: _____   **Units of Instruction Maximum:** _____
         Variable: _____
         (Include justification for variable credit hours.)

Course Description:

Lecture Hours: _____
         Incorporated Lab Hours: _____
         (Funding does not pay for separate lab sections.)
Job Skills Incorporated: _____
Citizenship Only: _____
Math Only: _____
I-Pathways: _____ *If yes…*
         Distance Education: _____

         Hybrid: _____
         As supplemental Instruction: _____

Bridge Course: _____
(If yes, fill out form 11D in addition to this form.)

Submitted By: _____
                          Printed Name   Title   Phone

_____
         Signature   Date   E-Mail

Approved: _____   **Reviewed By:** _____
Not Approved: _____   Printed Name   Title

Date Received: _____ **Process Date:** _____   _____
                                                                              Signature   Date