PENN SUMMER ABROAD
College of Liberal and Professional Studies
School of Arts and Sciences
University of Pennsylvania

New Program Concept Outline

Please address the questions that can be answered at this time. We will use this outline as a starting point for exploring program feasibility and identifying the elements that require further research. The Concept Outline will be reviewed by Penn Summer Abroad, LPS and the SAS Dean's Office and requires initial approval at the concept level prior to taking the next steps in developing the program.

A) Introduction

1. Location(s) of proposed program
2. Duration of proposed program
3. Departmental affiliation
4. What would be your role in the program? If you would not be the program director, please identify who this might be.

B) Purpose

1. What is the rationale for the program? Why should it be offered?
2. Describe the academic focus and prominent features of the program
3. Describe the program's learning objectives and how the location will be used to complement the course content.
4. Describe how you would assess the learning objectives and outcomes at the end of the program.

C) Instruction

1. Identify the proposed course(s) and number of credit units.
2. What graduation requirements (if any) are the course(s) designed to meet (sector, foundational and/or major/minor)?
3. Identify any pre-requisites or language requirements
4. List any faculty/instructors that have already been identified or expressed interest in teaching in the program. If applicable, identify their experience at the proposed location and any relevant foreign language ability.

D) Students

1. Is this program designed for a particular audience? What type of student (undergrad/grad, field of study) would find this program most appealing? Is it designed specifically for Penn students or also open to students from other schools?
2. What is a realistic projection of student enrollment in the program? What factors or considerations are you using to predict student demand and interest?

3. Are there any known site-specific factors that would limit the enrollment size (such as classroom size, bus capacity or available accommodations)?

E) Local partners and on-site services

1. Do you have any local partnership opportunities in mind? If so, please identify them and whether/how much you have communicated with them about this partnership possibility. (Note for future reference that all program contracts with partner institutions must be approved and signed by Penn's official contracts representative…not a program director or Penn Summer Abroad. This step takes place after new PSA programs have been approved officially and a timeline for launch has been developed.)
2. If you answered yes to the above, please describe the role you think the partner could play in the program, including some or all of the following services: classroom space, instructors or guest lecturers, excursion logistics, housing arrangements, on-site cultural orientations, student services, support with crisis management, visa documentation. (Please note that these services may vary by partner capacity. They could be a direct responsibility of the program or of Penn Summer Abroad. A program might also have more than one partner for different services.)
3. What type of student accommodations do you anticipate using? (for example: dormitory, hotel, hostel, home stay)
4. Are there any known security or health risks that need to be addressed for this location?

F) Continuity

1. Would you anticipate offering the program again in the future? If so, how frequently?