

LAOCRC Program Recommendation Application Elements (Draft)

1. District
2. College
3. Voting member (submitting)
4. Program Lead
 - a. Contact information
5. Program information
 - a. Title
 - b. Anticipated start date
 - c. Certificate, Degree, or both
 - d. Units
 - e. TOP code
 - f. Program Catalog Description (as it will appear in catalog)
 - g. Program Level SLOs (or goals and objectives)
 - h. Program requirements (list of courses, prerequisites, and prior credentials)
 - i. Place of program in college's curriculum/similar program
6. Demonstrated Need
 - a. List similar programs at other colleges in service area
 - b. Enrollment projections for new program (non-duplicate)
 - c. Completer projections for new program (non-duplicate)
 - d. Labor Market Analysis (COE report- attached)
 - e. Advisory minutes (link or attachment)