CoPILOT Peer Cohort Program Application

Thank you for your interest in applying to be part of the Purdue University Online CoPILOT peer community for designing and developing an online course. We estimate this application will take 15-20 minutes to complete.   In this application, you are applying for participation in our instructor peer cohort program. The program includes weekly online 60-minute synchronous sessions. At completion of the program, you will have a completed, ready-to-teach course in a Brightspace development shell. Before you start the application, be sure to begin at the CoPILOT web page and read the communications about pre-application steps, including a discussion with your college administrative lead and department head and the letter of agreement. Additionally, it will be helpful to collect the information you will be asked to provide in the application before you begin, including:

- The name and number of your proposed course.
- Your role in the course and your reasons for applying to CoPILOT.
- Your department head's contact information (required).
- The course syllabus or any other details that may be helpful in telling us about why your course should be selected (optional).

NOTE: After meeting with your department head and your college's Purdue University Online administrative lead, if you still have questions, we can help. Course Production staff members are available to meet with you to discuss your cohort involvement, as well as assist you in the preparation of your proposal. Please contact Connie Hahn at cbruce@purdue.edu or Larissa Cremeens at larissac@purdue.edu to arrange a consultation.

Legal First and Last Name:

_____

Preferred First Name:

_____

What are your preferred pronouns?

○ She/her/hers

○ He/him/his

○ They/them/theirs

Which CoPILOT term would you like to participate in this year? (Day and time each week will be determined based on accepted instructors' availability.)

○ Spring '25 Cohort

○ Summer '25 Cohort

○ Fall '25 Cohort

Applicant's Department:

_____

Applicant's Purdue email address:

_____

Applicant's career account (example: name151):

_____

Department head's name (needed for approval of application):

_____

Department head's email:

_____

College

○ Agriculture

○ Education

○ Engineering

○ Exploratory Studies

○ Health and Human Sciences

○ Liberal Arts

○ Daniels School of Business

○ Pharmacy

○ Polytechnic Institute

○ Science

○ Veterinary Medicine

○ Honors College

○ The Graduate School

○ Libraries and Information Studies

○ Other _____

Who is your Purdue University Online college administrative lead?

Have you talked to your Purdue Online college administrative lead and department head about this program?

○ Yes

○ No

○ Not yet, but I will after I submit my application and before the application deadline.

Name of course you are applying to develop (add course number, if available).

_____

How many credit hours is the course?

○ Noncredit

○ 1

○ 2

○ 3

○ Other: _____

Which semester and year is your course scheduled to be taught online? (Example: Fall 2025)

_____

What would successful completion of an online course through the cohort design and development process look like to you?

_____

Which type of course creation *best describes* the course that you are applying to be developed and delivered as part of the CoPILOT program at this time? (Select one.)

➢ It is part of a certificate or program that my college is already developing with Purdue University Online and this is the first time the course has been developed.

➢ It is a new or innovative course that I am proposing to be offered at Purdue.

➢ It is a course previously taught only in face-to-face classes that I am proposing my department develop for online delivery.

➢ It is a noncredit course to be offered to Purdue University learners.

➢ It is a course that has been offered online but not developed with an instructional designer and video production specialist.

➢ It is a course that has been offered online after creation with an instructional designer and video production specialist but needs to be refreshed/redeveloped.

Explain your history of involvement with the proposed online course. (E.g., How long have you been involved with this course? What are innovations that you have made to the course? How has the course evolved over time?)

_____

_____

_____

_____

_____

Do you have control over the curriculum, structure, and content for ALL portions of the proposed course? (This includes the ability to make changes to the course-level learning outcomes, syllabus, etc.)

○ Yes

○ No

○ Uncertain

○ Yes, within our curriculum group (All members of the group are applying for this program and will participate if accepted.)

Please provide any additional details about your course that will help the selection committee understand why the course should be selected for CoPILOT.

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_____

_____

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_____

How did you learn about CoPILOT?

○ Purdue Today Article

○ Department Head

○ College Admin Lead

○ Other: _____

Optional: You may attach your syllabus, a draft of a proposed course description, or any other supporting documents. This may help the application review team.

CoPILOT instructors will need to meet all the details as listed in the letter of agreement to receive funding for completing the program (linked on the CoPILOT web page).
This includes:

- Regularly attending synchronous sessions
- Participating in the peer community
- Completing the course development and facilitation plan
- Reviewing the course and sharing it in the Purdue University Online Showcase.

Please type your name to act as your signature stating your application details are complete and that you agree to the above statements of participation and completion.

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