**AIAA Course Proposal Review/Recommendation Form**

Please note that the information asked for in this document is important for AIAA to evaluate the proposal and promote the course, should it be accepted. Please be as complete as possible. Feel free to attach additional sheets as necessary. If you have any questions, please contact Jason Cole, AIAA Continuing Education Program, at 703.264.7596 or jasonc@aiaa.org.

Please complete this form and return to Jason Cole at jasonc@aiaa.org.

|  |  |
| --- | --- |
| **Name of Course** |  |
| **AIAA Technical Committee** |  |
| **Lead Reviewer** |  |
| **Phone Number** |  |
| **Email Address** |  |
| **Date** |  |

***Course Overview***

1. Does the course outline cover the information in a thorough manner?
2. Would you suggest sections/topics that should be added or deleted? If so, which?
3. Based on the information covered, would you classify this course as:
* Fundamental
* Intermediate
* Advanced

Please explain the level selected.

1. Is the depth of the course congruent with the proposed audience and objective?
2. Is the instructor known in the field?

***Market Opportunity***

1. Is the subject matter of interest to a broad spectrum of the aerospace community? If so, which sections/disciplines within the aerospace community?
2. Are there a number of organizations/facilities currently pursuing research/applications in this area? Please list any you know of.
3. Is funding currently available in this area? Is the level of commercial activity and/or government funding in this area increasing or decreasing?
4. Do you know of any other short courses available which cover the same information? Please list organization/course title if known.

***Review Summary***

1. Overall, do you feel AIAA should offer this course? Does it cover a subject with enough interest/appeal to garner significant (15+ students) participation? What (if any) reservations should AIAA consider in making this decision.
2. Should this course be held in conjunction with a particular AIAA Conference? Which one(s) attract a similar audience?

***Technical Committee Decision***

1. Please check one:
* TC APPROVAL Date:
* TC does not approve Date:

Please explain decision: