

Virtual Exchange/COIL Proposal Application

Collaborative Online International Learning (COIL)

Please complete the following application and follow submission instructions for full consideration.

* Required

* This form will record your name, please fill your name.

Call for COIL Proposal Fall 2025 and Beyond

This call is for courses running **Fall 2025 and beyond** and is due **October 17, 2025**. We will also run calls in Winter and Spring quarter. These courses can be in any academic discipline and may run for a full term or shorter modules embedded within a course. Proposals will be reviewed by the Internationalization Council COIL committee for approval. For those submitting a COIL proposal, we have several supports to help including:

1. Partner Matching - If you a faculty does not have an international partner yet, our office can help find a collaborator for you
2. Facilitation - Once a partner is identified, our office can facilitate an initial meeting to work out some of the logistical details, both technological and pedagogical
3. Proposal Support - While working through the proposal, we are happy to support the faculty in drafting the COIL module or answer clarify any questions

Successful proposals will receive:

1. Feedback - The COIL committee will provide feedback on proposals that may help strengthen the project
2. Support - Individualized support in design and implementation of the course or module through the Office of Teaching and Learning including technologies and pedagogical considerations;
3. For Adjunct Faculty Only: Adjunct instructors may attend the COIL Institute and submit proposals to run COIL courses with a letter of support from the chair/director of the program they are proposing to run the COIL in. The letter should include the chair/director's statement of commitment to run COILed course as a department, describing how the COIL component could be sustainable over multiple terms. Adjuncts who successfully propose a COIL course are eligible to be paired with the faculty developer in OTL and the personal stipend for the extra work in developing the course. Adjuncts are not eligible for travel funds for COIL courses.

This form was adapted from a version created by DePaul Universities with their permission.

Section 1: About you and your partner

Name of Applicant and Affiliation

1

Name *

2

Department/School (if applicable) *

3

College: *

4

Email *

5

Applicant's qualifications and experience

Language proficiency: *

6

Previous international experiences: *

7

Have you implemented a Virtual Exchange/COIL project before (Yes/No)?
If "Yes" answer questions 8-17 *

- ☐ Yes
- ☐ No

8

How many VE/COIL projects have you implemented with the same partner?

9

How many VE/COIL projects have you implemented with different partner?

10

Using the following table as a guide please answer questions 10-17 to indicate when you implemented each VE/COIL (starting with the most recent), in which University of Denver (DU) course, and with which institution?:

Download the table at this link: <https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:1dc94164-660f-3786-bf3e-ce5bcc974581>

	Project 1	Project 2
Quarter/Academic Year		
DU Course Name/Number		
Partner Institution (Name, City, Country)		
Partner Faculty (Name, Email)		

Project 1
Quarter/Academic Year

11

Project 1
DU Course Name/Number

12

Project 1**Partner Institution (Name, City, Country)**

13

Project 1**Partner Faculty (Name, Email)**

14

Project 2**Quarter/Academic Year**

15

Project 2**DU Course Name/Number**

16

Project 2**Partner Institution (Name, City, Country)**

17

Project 2**Partner Faculty (Name, Email)**

18

Name of Partner Faculty Member and Institutional Affiliation**Name: ***

19

Title/Rank: *

20

Department/College/School (if applicable): *

21

Institution Name: *

22

Institution City and Country: *

23

Email: *

24

Partner faculty member's qualification and experience**Language proficiency: ***

25

Previous international experiences: *

26

Has your partner faculty implemented a virtual exchange/COIL project before (Yes/No)?**If "Yes" please answer Question 27 ***☐ Yes☐ No

27

Briefly describe this experience.

28

Brief description of the relationship between the DU and partner faculty member**Describe briefly the nature and history of your relationship with the partner faculty member. ***

Section 2: About your VE/COIL project

DU Course targeted for VE/COIL

The course you are considering for your VE/COIL project must be a course that has been approved by the curricular approval processes of your academic unit. You are strongly encouraged to consider a course with a solid enrollment history.

29

Course prefix and number: *

30

Course title: *

31

Typical Delivery Method *

Face to Face

☐

Online

☐

Blended

☐

32

Anticipated cohort size *

33

Target date for first COIL implementation (please include academic year and term when you plan to implement this COIL project for the first time): *

34

Partner Course targeted for VE/COIL**Course title: ***

35

Course description: *

36

Delivery Modality *

Face to Face

☐

Online

☐

Blended

☐

37

Anticipated cohort size: *

38

Scheduling information (Including evidence of feasibility of target date based on partner's institution scheduling): *

39

Consideration of key factors

Give a detailed and thorough description of how your proposed COIL activities address the following key factors and how you intend to prepare your students:

Language (please address potential differences in language proficiency): *

40

Cultural differences: *

41

Time zone difference and Modality Considerations (async/sync/hybrid): *

42

Student Accountability (how will you and your partner keep students accountable for completing the COIL project): *

43

Awareness of technology issues: *

44

Difference in academic calendars: *

45

Total length of project and length of each phase:
Using the following table as a guide, please complete questions 45-49
Download the table at this link: <https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:49decba5-a546-3ea6-8063-c69de7d20d2f>

Phase	Length (fill in below, total weeks)
Preliminary community and empathy building phase	
Comparative Discussion and organizing Groups/Teams/Pairs	
Collaborative Group work and problem solving	
Presentation, reflection and conclusion phase	
Total length of the project (must be at least 4 weeks)	

Preliminary community and empathy building phase *

46

Comparative Discussion and organizing Groups/Teams/Pairs *

47

Collaborative Group work and problem solving *

48

Presentation, reflection and conclusion phase *

49

Total length of the project (must be at least 4 weeks) *

Section 3: Learning Outcomes

Learning outcomes, activities of the proposed VE/COIL project and their assessment
Best practices suggest that a successful VE/COIL project should have learning outcomes that span both the subject matter of the course and intercultural competence. To map these onto DU's broad learning outcomes visit this link: <https://academicaffairs.du.edu/about/learning-outcomes>

Using the table below as a guide, please list the learning outcomes, the activities meant to meet those learning outcomes of the proposed VE/COIL project and how they will be assessed or what deliverable will be produced in questions 50-52. Please provide a brief explanation for each and list by number so the Learning Outcomes, Activities, and Deliverables are connected. Download the table at this link: <https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:ac5daf36-cf8d-35eb-b420-7aa11ea1f18e>

Learning Outcomes	Activities for learning outcomes	Deliverable or assessment method

50

Learning Outcome:
*

51

Activities for learning outcome: *

52

Deliverable or Assessment method *

53

Future Collaboration**Describe possible future plans for the planned collaboration, including repetition of this VE/COIL:**
*

54

Can/will it be possible to incorporate a short-term study abroad program with the VE/COIL activities? *

Section 4: Additional required documents

Statement of Commitment

Please obtain a letter of commitment from your faculty partner and submit it with this application.

The letter must include:

- a clear statement of commitment to the COIL project,
- information about their course (name/number) in which COIL will be implemented,
- proof of awareness of the tentative timeline of implementation of the COIL.

A Note on Funding

Funds to support the initial design and implementation of your VE/COIL project may be available. The main purpose for VE/COIL funding is to strengthen the relationship between the two faculty members by supporting the DU faculty member visit the partner institution, with the goal of improving the student experience through the collaborative VE/COIL project. VE/COIL funds are not aimed at supporting faculty research activities, which may be pursued through different funding channels. If you are interested in applying for funding, please check the box below and complete Section 4. Both *the funding application and VE/COIL application must be submitted at the same time to casey.dinger@du.edu by the respective deadline*).

55

Please upload a pdf version of the letter of commitment from the partner institution.

 Upload file

File number limit: 1 Single file size limit: 10MB Allowed file types: Word, Excel, PPT, PDF, Image, Video, Audio

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