Course build checklist

1. Fill out the Proposed Online CPE Intake Questionnaire.  
   links.asu.edu/cpe_intake

2. Enroll in the CPE Toolkit course. links.asu.edu/cpe_toolkit

3. Submit the course planning map. links.asu.edu/cpe_map

4. Sign a Memorandum of Understanding with CPE.

5. CPE and the EdPlus Quality Assurance team will review course design.

6. Submit the course catalog description. links.asu.edu/cpe_catalog

7. The CPE team launches the course!