BUSINESS MANAGEMENT RESEARCH ASSOCIATES, INC

FOR CURRICULUM DEVELOPMENT AND UPDATE

CURRICULUM TITLE:_____NUMBER: _____

DESIGNER: _____

ESTIMATED TIME: _____DATE OF ESTIMATE: _____

ESTIMATED COMPLETION DATE:_____

ACTUAL TIME: _____ HOURS @_____ PER HOUR = TOTAL _____

SIGNED: _____

DATE_____

APPROVED _____
Program Manager

DATE: _____

CHECK #/ACH: _____

DATE PAID: _____

Before we can issue payment, we need to receive the following items:

1. The course materials in working formats (Word, Excel, etc.).
2. If developing a CONS or related DAU course payment will be made once the course is approved by DAU.