



Course Proposal

Course /Program Title _____

Description: Type or print clearly the description as you would like it to appear in the booklet. 45 words or less are recommended. Include goals, topics, possible projects and class format. Write in "you" tense. Community Education reserves the right to edit.

Space needed (be specific - open room, set up, desk/chairs, etc:)

Preferred day and time:

of Sessions:

Location preference: FVEC WHS PHS JHHS EGHS BGHS RMHS

Supplies needed:

A/V needed:

Copying needed:

Maximum # of students:

Minimum # of students:

Special notes:

Name: _____

Please include resume and references under separate cover.

Instructor Biography:

Social Security #:

EIN#:

Address: _____

City/State Zip _____

Primary Phone Day: _____ Evening: _____

E-mail address: _____