



a fine art print studio

Class & Workshop Proposal Form

Instructor Name:

Email:

Phone #1:

Phone #2:

Address:

Course Title:

Course Description (150-200 words):

Course Objectives:

Prerequisites:

Please indicate your proposal as a class or workshop by selecting the duration...

Class (5 - 9pm)

4 Weeks

6 Weeks

8 Weeks

other:

Class Day

Please indicate available weekdays:

Weekend Workshop

1/2 Day

1 Day

2 Day

other:

Please indicate available weekends:

Deadlines:

October - December proposals due

- July 6, 2009

January - March

- October 5, 2009

Submission must include

- Completed *Class & Workshop Proposal Form*
- Include a detailed *lesson plan and/or syllabus*
- Indicate all *materials*; include cost, shipping, and supplier with contact information and/or location
- Attach a brief, *250 word instructor bio*
- Attach a concise *résumé*
- Provide name and contact information for three *references*