

Would you be willing to teach a second session of this class if the first session fills? Yes No

If so, when? _____

Special Equipment/Supplies needed:

Computer Overhead Projector DVD/TV Other (please specify):

Would attendees need any special preparation for class? (Ex: read a book for a discussion group, buy art supplies, etc.)

PLEASE INCLUDE A COURSE OUTLINE WITH THIS PROPOSAL:

INSTRUCTOR BACKGROUND & EXPERIENCE: (Please include education, past work experience, where you live, and something unique about you. This will be used in the Instructor Biographical Information section in our IAL Catalogue. If you have taught previously, there is no need to supply this information again, unless you would like something added/modified.)

- For classes more than 4 sessions (1.5hr sessions), a stipend of \$135 will be issued.
- For classes less than 4 sessions (1.5hr sessions), a stipend of \$40 will be issued.
- Materials needed for the class may be reimbursed, but check with Lois Thomas before purchasing items. An itemized receipt is required for reimbursement by Chesapeake College.

Signature

Date

Please return the form to:

Lois B. Thomas, Director,
Personal Enrichment & Lifelong Learning
Chesapeake College
P.O. Box 8, Wye Mills, MD. 21679

For more information, call 410-827-5810 or email lthomas@chesapeake.edu