

Do You Have a Great Idea for a New Class?!

Semester: _____ Course: _____

Instructor's Name: _____ Phone: _____

Address: _____ Requested Pay Method: _____

Day of the week: _____ 2nd Choice: _____ Start Date: _____

Time: _____ Number of Weeks: _____

Supplies Needed: _____

Special Requests: _____

Book: (required? [yes] [no]) _____ Cost: _____

Instructional Materials: _____

Date Ordered: _____ Publisher: _____

Description: (note any changes or key facts if the course has already appeared in a former catalog) 60 word limit for print (descriptions may be longer for the website)

*continue on back if needed **e-mail a word processed copy of description to sflowers@lisbonschoolsme.org

The most recent brochure description is fine

A revised or new description is attached (please attach if not written above)

An idea for a new course is attached. I'm not interested in teaching the course but I think there would be community interest in it!

I recommend _____ as a possible teacher.

Subject area(s): _____ Phone #: _____

Comments? Questions?

Send materials to:
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Community Education
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Please attach your business card here if applicable