



Contract Class Proposal

INSTRUCTOR INFORMATION

Name:

Address:

City/State/Zip:

Primary Phone:

Alternate Phone:

Email Address:

Website (if applicable):

EXPERIENCE

Occupation:

Present Employer:

Education:

Please describe your experience related to the class(es) you are interested in teaching (or attach a resume):

Please list any specific training, certificates, licenses you hold:

PROFESSIONAL REFERENCES

1. Reference Name:

Relationship:

Email:

Phone Number:

2. Reference Name:

Relationship:

Email:

Phone Number:

3. Reference Name:

Relationship:

Email:

Phone Number:

Please list any other departments where you teach or have taught in the past:

FORMS MUST BE FILLED OUT COMPLETELY IN ORDER FOR THE CLASS TO BE CONSIDERED.

PLEASE RETURN TO:

Brea Community Center

Attn: Contract Classes

695 E. Madison Way

Brea, Ca 92821

Or email form to: contractclasses@cityofbrea.net



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COURSE INFORMATION		
Course Name:	Class Location:	
Course Description:		
Course Goals:		
Participant Ages:	Class Size Minimum:	Class Size Maximum:
Course Fee (a \$5 administrative fee which is not split with instructors will be applied):		
Lab/Material Fee (if any):	Supplies students need to bring/purchase (if any):	
For:		

PROPOSED CLASS MEETINGS		
First Choice	Day(s):	Time:
Second Choice	Day(s):	Time:
Third Choice	Day(s):	Time:

ROOM/SPACE REQUESTS <small>(Complete the below section if the class will be held at the Brea Community Center)</small>
What type of room/space does your class require?
<input type="checkbox"/> Classroom <input type="checkbox"/> Dance/Fitness Studio <input type="checkbox"/> Outdoor <input type="checkbox"/> Large Hall/MPR <input type="checkbox"/> Gym
What amenities are requested?
<input type="checkbox"/> Tables # _____ <input type="checkbox"/> Chairs # _____
<input type="checkbox"/> Whiteboard <input type="checkbox"/> Sink <input type="checkbox"/> Mirrors
<input type="checkbox"/> Carpeted Flooring <input type="checkbox"/> Tile/Laminate Flooring <input type="checkbox"/> Wood Flooring
<input type="checkbox"/> Other:

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