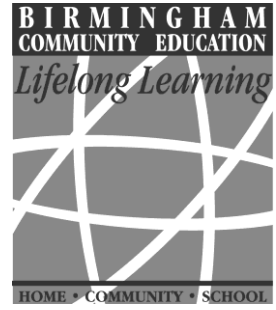


**Birmingham Public Schools**  
*Birmingham Community Education*  
2436 West Lincoln, Suite F101  
Birmingham, MI 48009  
248-203-3800  
248-203-3818  
[www.communityed.net](http://www.communityed.net)



Are you interested in sharing your expertise with others? If so, please complete this form and return it to the Community Education office.

Date: \_\_\_\_\_ Instructor Name: \_\_\_\_\_

Company (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Phone (business): \_\_\_\_\_ (home): \_\_\_\_\_

Email: \_\_\_\_\_

Instructor Biography:

\_\_\_\_\_  
\_\_\_\_\_

Proposed Class Title:

\_\_\_\_\_

Class Description: Please write the course description as you would like it to appear in our catalog. Include goals, topics, possible projects and class format. Birmingham Community Education reserves the right to edit

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed Schedule:     Mon     Tue     Wed     Thu     Fri     Sat

Start Date: \_\_\_\_\_ # of Sessions: \_\_\_\_\_ Hours: from: \_\_\_\_\_ to \_\_\_\_\_

Materials Fee (per person): \$ \_\_\_\_\_ Max Class Size: \_\_\_\_\_ Min Class Size: \_\_\_\_\_

Have you taught this class before? If so, where? \_\_\_\_\_

\_\_\_\_\_  
What is your target audience for your class? Appropriate ages (adults, children, adult/child):  
\_\_\_\_\_

*Thank you for submitting this proposal. We will contact you if we are able to offer this class.*