



Teacher Interest Form

The UCC offers classes in a variety of craft areas and we are always looking to expand our roster as well as open to new classes. If you are interested in teaching here, please fill out this form, and send it to the email address below or mail it to us at the address below. If we are interested, we will contact you for further discussion. Please do not be offended or discouraged if you do not hear from us as we have a high volume of submissions.

Contact Information:

Name	Date
Address	
Email:	Phone:

Class you are interested in teaching: _____

Have you taught this type of class before? If so, where and for how long?

Please describe your education and craft experience as it relates to this class

When are you available to teach this class? (please be specific)

Do you have any questions?

Class Proposal Form

Please fill out this form and note that the information here will be used in our advertisements for your class. If you need to update or change any information, please fill out a new form.

Contact information

Name:

Phone:

Email:

Class description:

Class Name:

Class description (500 words or less—please note that this could appear in the class brochure):

Number of meetings _____

Number of hours per meeting: _____

Proposed cost of class:

Please attach a picture of the sample for the class, not original work. All materials submitted to the UCC will not be returned.

Class Supplies

Supplies to be provided by class

Supplies for sale at the UCC

Supplies needed for demonstration:

Supplies to be purchased by student

Items students should bring to the first class meeting

Total amount for the class including materials (estimate is ok)

Thank you for filling out this form. Please scan and email or snail mail it to the address below. If we are interested in furthering the conversation, we will contact you within the month.

updated 6.12.09

Office Notes:
