

**RSU 25 Adult & Community Education
Enrichment Course Proposal**

Proposed Course Name: _____

Instructor: _____

Date(s): _____

Day(s): _____

Start Time: _____

End Time: _____

Course Description:

Course Objectives:

Please complete section below if applicable:

Materials fee: \$ _____ (attach a list of materials covered by fee)

Equipment Requests: _____

Room Requests: _____

Special Instructions: _____

***Set up time needed:** _____

Clean up time needed: _____

*Please note instructors are paid for class time only.

Class proposal will be submitted to the Director for approval and requests will be accommodated if possible.