

Durango Arts Center
Teaching Artists Class Proposal Form

Instructor Name: _____

Phone: _____ Cell: _____

Email _____

Address _____

Course/Workshop

Title: _____

Course description: (Motivate potential students through concise description (90 words max))

Schedule:

Day of week: _____

Time (From-to) _____

Number of Sessions: _____

Start Date: _____

*Class Fees: _____ Kiln Usage? _____ # of Firings? _____

*** (Teaching artist receives 65% of total registration, Durango Arts Center gets 35%)**

Teaching Artist Bio: Describe your experience and highlight educational accomplishments (60 words max.)

Materials List:

Teaching artists are responsible for providing students with a materials list and class syllabus prior to or during the first class. Teaching artists will collect materials fees directly from students and be responsible for the purchase of materials. Prior to the first class, the Durango Arts Center will email the Teaching Artist a class roster with student phone numbers and email addresses for list /syllabus distribution and other pertinent information.