

INSTRUCTOR COURSE PROPOSAL

**INSTRUCTOR COURSE PROPOSAL**

Hilton Central School District  
Community Education COURSE PROPOSAL



INDICATE SEMESTER: \_\_\_\_\_  
*Fall, Winter/Spring, Summer*

**Dear Hilton Community Education Instructors:** Please complete the following course proposal form for all the courses you wish to teach. Your instruction is greatly appreciated! Every consideration and attempt will be made to meet your needs: course description, time, day of week, length of course. Our constraints include facility/room availability, course enrollment trends and the overall program cost[s]. Please list total supply cost separately. Please include your instructor salary and any other information that would make your course exciting - may be used for promotional purposes.

**OUR MISSION** - Our goal is provide "reasonably-priced courses for adults, youth and families" . . . for seniors [over the age of 55 and district residents] GAP passes and scholarships when eligible.

Community Education Web Page - <http://www.hilton.k12.ny.us/community-education.htm>

Sincerely, Barbara Carder, Director - 585-392-1000 ext. 7045  
[bcarder@hilton.k12.ny.us](mailto:bcarder@hilton.k12.ny.us)

---

Your Name

Address

City

Zip Code

Phone Number (main contact #)

Work Phone #

Primary Email

Your Brief Bio

Please enter ALL courses you would like to teach next school year 2007-08 [Fall, Winter, Spring, Summer]:

Name Course I

Day of Week and Time

Supply Fee

Day of Week and Time Class Sessions

--

Course II NAME

--

Day of Week and Time

--

Supply Fee

--

Day of Week and Time Class Sessions

--

Name Course III

--

Day of Week and Time

--

Supply Fee

--

Day of Week and Time Class Sessions

--

Mail to:  
Hilton Community Education  
Director Barbara Carder  
225 West Ave.  
Hilton, NY 14468  
585-392-1000 ext. 7045  
bcarder@hilton.k12.ny.us