



## Returning Contract Instructor Proposal Form

**NEW INSTRUCTORS: SUBMIT FORMS FROM CITY OF TRACY CONTRACTOR'S HANDBOOK**

Instructor/Collaborator Name: \_\_\_\_\_

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

Phone & Email: \_\_\_\_\_

How many classes and/or workshops are you proposing to offer in the next session? \_\_\_\_\_  
**(Please complete a separate form for each.)**

Class/Workshop Title: \_\_\_\_\_

Has this class/workshop been offered in the past?    Yes \_\_\_\_\_    No \_\_\_\_\_

When was it last offered? \_\_\_\_\_

If offered in the past, please briefly describe any updates you have made to class content or methods:

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Is this course part of a sequence of offerings?    Yes \_\_\_\_\_    No \_\_\_\_\_

If so, briefly explain where this course fits in the sequence:

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Class/workshop outline (please give a brief description of the class, week by week; or give a detailed description of the workshop--attach one additional sheet if necessary; write this section as a CATALOG DESCRIPTION):

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Briefly explain how this class may connect to California VAPA (Visual and Performing Arts) standards (state arts education standards). Does the class/workshop do the following in an age-appropriate way? A response to this question is REQUIRED if you are proposing classes for school-age students (K-12).

- 1) Enhance students' artistic perception—if so, how?;
- 2) Enable creative expression—if so, how?;
- 3) Educate students about the historical and cultural context of your art form—if so, how?;
- 4) Increase students' ability to make informed aesthetic judgments—if so, how?; and/or
- 5) Draw connections between your art form and other art forms or other subjects—if so, how?

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Instructional Level:            Beginning\_\_\_\_\_            Intermediate\_\_\_\_\_            Advanced\_\_\_\_\_

   Seminar/Workshop\_\_\_\_\_            Other\_\_\_\_\_

Additional Notes on Instructional Level:

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How does this class address people's needs in Tracy or any of its communities?

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Special room equipment needed for class/workshop:

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What materials/tools will you provide for class/student use?

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What is the estimated fair market value per student of these materials/tools? \_\_\_\_\_

What materials/tools will you require students to purchase/bring to class?

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What is the estimated retail expense per student of these materials/tools? \_\_\_\_\_

Will these materials/tools be of value in another class you'd like to offer? Yes \_\_\_\_\_ No \_\_\_\_\_

