

Date Rec'd: _____
By: _____
Curriculum Committee use only.

ALIR Instructor Application Form

2019 Spring Session

Deadline for submitting application: Noon, September 28, 2018
Please submit a separate application for each course

Applicant's name (as you wish it to appear) _____

Applicant's address: _____ City/zip _____

Applicant's email: _____ Phone: _____

May we include this contact information in the student directory? Yes _____ No _____

Emergency Contact: _____ Phone: _____

Co-Instructor's name: _____

(for 12-week classes only)

Co-Instructor's email: _____ Phone: _____

Proposed Class Title: _____

Maximum number of students: _____

Using DVD? Please indicate source with checkmark:

Great Courses ___ A&E ___ Discovery ___ History Channel ___ PBS ___ Other _____

Teaching Length: (check one) 1st 6-week session _____ 12-week session _____
2nd 6-week session _____
Flexible, either 6 week session _____

Mon, February 11: Spring Semester begins **Mon, March 23: Second six weeks begins**

Day Choice: Mon, Tues, Wed, Thurs **Time Choice:** 9:30 AM, 11:00 AM, 1:00 PM

1st choice: Day _____ 1st choice: Time _____

2nd choice: Day _____ 2nd choice: Time _____

3rd choice: Day _____ 3rd choice: Time _____

Is there a day or time slot you cannot teach? _____ Please specify. _____

Continued on reverse ==>>>>

Give a brief description of the proposed class as it will appear in the catalog including:

- Source of DVD and professor if applicable
- Book Title, author, ISBN, if using
- Supplies and/or fees
- Before class preparation by students

Please **do not** cut/paste papers from previous documents, as this jams the copier.

Comments or special needs for your class: (Ex: need room with tables) _____

Please list the name of a possible substitute teacher for your class should the need arise:

Name _____ Phone _____ Email _____

Signature _____ Date _____

Additional applications can be accessed online at: <http://www.neisd.net/Page/875> Click on “Instructor Application for Fall 2018.” or from Rhonda Roberts, (210-407-0167).

Please bring or mail your application to:

ALIR/NEISD Community Ed Learning Center (Attention: ALIR Curriculum)
8750 Tesoro Drive
San Antonio TX 78217