**Spring 2026 Class Information Form (CIF)**

**Title of class (30-40 characters):**

**Day/s of the week:** **Date/s of Class:**

Spring Classes run from January 26th to May 29th

**Time:**

Our preferred times at Liberty Hall are 10:00-11:30 or 1:30- 3:00 pm for lectures.

**Category:**

**Brief description of the class (max 80 words):**

**Location & Address:**

Liberty Hall, 325 W Benton, is our preferred location for lectures and ZOOM.

**Instructor & title/affiliation:**

**Facilitator name & phone and e-mail:**

**Class limit:** **Class fee(if any):**

**If there is a fee, how & when to pay:**

***The information below is for the use of the Curriculum Committee and the Continuing Education Workforce Training office; it will not appear in the catalog.***

**Instructor phone and e-mail:**

**Instructor mailing address:**

**Is the instructor a member of NKA?** (Y) (N) **Catalog requested?** (Y) (N)

**Facilitator Home Address:**

**If facilitator is not a member, is a catalog requested?**  (Y) (N)

**If at Liberty Hall, media equipment needed:**

Projector (Y) DVD (Y) Power Point (Y) Laptop (Y) P/A (Y) Internet access(Y)

**Materials/Supplies needed?**

Handouts\* (Y) Other: (Y)

\*If instructors want NKA to make copies of their handouts, they need to get them to facilitators or Continuing Education office two weeks prior to the class.

**Liberty Hall:** If you do not want ZOOM, please check the box: (N )

**Other needs or requests?**

Please send completed form to Kathy Flock ([kgflock@gmail.com](mailto:kgflock@gmail.com)), Geoff Hogander (ghogande@yahoo.com) and Kathryn Dafoe (katydafoe@hotmail.com) . Please have the CIF in by October 1st.