

Friends for Learning, Inc.
Course Information Sheet (CIS) Rev. 12 Date submitted:

- This is a fillable form that can be completed on the computer.
- Contents of this form will appear in the Course Catalog so be sure the information is clear, accurate and concise.

Course #	Course Title	Instructor	Fee
When:		Where:	
Course Description:			
Credentials:			
FFL Facilitator:		E-mail:	Phone:
Instructor:		E-mail:	Phone:
Instructor's preferred Date(s): Time: Day of Week: <input type="checkbox"/> Mo <input type="checkbox"/> Tu <input type="checkbox"/> Wed <input type="checkbox"/> Th <input type="checkbox"/> Fr		Number of sessions: Session length: (1, 1.5 or 2 hours)	Location: (Address if not at ISU)
Field trip(s)?	Number of students allowed in class: Maximum: Minimum:		
Equipment and materials required for class <input type="checkbox"/> Microphone <input type="checkbox"/> PC <input type="checkbox"/> Handouts <input type="checkbox"/> Overhead Projector <input type="checkbox"/> Pointer <input type="checkbox"/> Internet Other:			

When you complete the form, go to “File”, “Save as”, give the form a name (e.g. the title) and save.

Using your preferred email, send the completed form as an attachment to: fflcurriculum@gmail.com.