



Exhibit A CLASS PROPOSAL



Instructor: _____ Suggested Class Title: _____ Season: _____

Requested Facility: _____ Suggested Class Price (Contractors Only): \$ _____

| Age Category (see Below) | Number of weeks | Class Day(s) (M, T, W, Th, F, Sa, Su) | Class Dates | No Class Dates (vacation / holiday) | Class Times (start to end) | Participant Min / Max |
|-----------------------------|-----------------|--|-------------|--|-------------------------------|--------------------------|
| | | | | | | / |
| | | | | | | / |
| | | | | | | / |
| | | | | | | / |
| | | | | | | / |

Ages categories: 0-2 2-3 3-5 6-8 9-11 12-15 16+ 18+ 55+

Suggested Class Description (MAXIMUM 125 words):

List up to three (3) outcomes, by priority, using measurable action phrases such as define, name, demonstrate, analyze, etc. "As a result of their experience in this class, participants will be able to":

1. _____

2. _____

3. _____

How will the above outcomes be measured?

A Success is defined as:

- | | |
|-------------------|-------|
| 1. _____ _____ | _____ |
| 2. _____ _____ | _____ |
| 3. _____ _____ | _____ |

Materials Being Requested (type of space, equipment, tables, chairs, A/V, mats, etc.):

Week-by-week Curriculum

Week 1: _____

Week 2: _____

Week 3: _____

Week 4: _____

Week 5: _____

Week 6: _____

Week 7: _____

Week 8: _____



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City Chandler Recreation Division

CLASS SUPPLY FEE FORM



Supply Fee is paid directly to the instructor and is in addition to the class Registration and/or Instructor fees. It is the instructor's responsibility to collect the fee from students to use it for the sole purpose of purchasing supplies for the class. If students must provide their own supplies, instructors are required to provide a Supply List with the Class Proposal form that will be provided to students upon registration.

Instructors who will be charging a supply fee will need to complete the information below indicating the supply name, what it will be used for, and the cost broken down per student. Instructors **may not** use the copy machines at the recreation facilities. All printing is the responsibility of the instructor and costs must be included in the Supply Fee. Instructors must submit copies of the receipts from supply purchases by the second-class meeting. Any other necessary supplies not listed on the Supply Fee form will need to be supplied by the instructor at their own expense.

| | <u>Supply</u> | <u>Use</u> | <u>Cost/Student</u> |
|-----|---------------|-------------------------|---------------------|
| 1. | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ |
| 4. | _____ | _____ | _____ |
| 5. | _____ | _____ | _____ |
| 6. | _____ | _____ | _____ |
| 7. | _____ | _____ | _____ |
| 8. | _____ | _____ | _____ |
| 9. | _____ | _____ | _____ |
| 10. | _____ | _____ | _____ |
| | | Total Cost Per Student: | \$ _____ |

INSTRUCTOR ACKNOWLEDGEMENT

By signing this Class Proposal and Supply Fee form, I certify that all information is true and correct to the best of my knowledge, and any omissions or misrepresentations will be cause for refusal of placement of classes or immediate dismissal at any time during the period of my placement. I understand that it is my responsibility to keep the Recreation Division advised about any changes of address or phone number.

Signature

Date