



Merrymeeting Adult Education

MERRYMEETING ADULT EDUCATION

35 Republic Avenue, Topsham, Maine 04086
729-7323

Email this form to: adulted@link75.org
Please fill out each section of this form.

Submitting a course proposal does not guarantee your class will be offered.

Course Proposal Form Please check this box if any contact information has changed

- 1. Today's Date:
- 2. Course Title:
- 3. Instructor:
- 4. Address:
- 5. Home & Cell phone:
- 6. E-mail:
- 7. Current catalog description is OK, check here
- 8. New course description: Be specific, 30-50 words. Be creative!

- 9. Start DATE: first & second choice:
- 10. Number of WEEKS:
- 11. Day of the week:
- 12. Total Hours:
- 13. Time: 6:00 – 9:00 6:00 – 8:00 Other: _____
- 14. Maximum Enrollment (If less than 12, indicate rationale):
- 15. Required Text:
 Publisher & Address:
 I.S.B.N. or Catalog #
 Estimated cost of text:

16. Do your students need a Material list? Circle one: YES NO
If YES include it with this form.

17. Special Audio/Visual Equipment Request:

18. Special Room Requirements and/or Comments:

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Before class starts email your syllabus to adulted@link75.org so we have it on file. Thank-you!