Kala Class Proposal: Adult Classes Fall 2021

Please read the **Teaching at Kala Guidelines & Considerations** before completing this form.

If you would like to be considered for this next class season, **September - December 2021**, please complete the form below by *August 2, 2021*. Please email a copy of this form along with a current Materials & Studio Equipment form, a current CV, and sample images. Email all materials or any questions to classes@kala.org.

Proposal Checklist:

☐ Class Proposal Form
☐ Materials & Studio Equipment Checklist
☐ Current CV
☐ Class Sample Images (2-3)

Teacher Information

1. Name and Pronouns:

2. E-mail Address:

3. Phone Number :

4. Website or Social Media Handle:

5. Current CV: Email your CV to classes@kala.org.

6. Short bio(150 words or less): Include recent shows, awards, projects and teaching experience.

7. Images: Please email 2-3 sample images for the class. Images should be a jpeg file, 96 dpi (minimum), labeled with your name, class, and photo credit if applicable. Example: Gabriela_Yoque_IntroScreenPrint

8. What languages are you comfortable teaching in? (Please only list languages that you are comfortable with advertising.)

9. Would you like assistance in creating a detailed curriculum? (This will not affect your application, it will simply help us gage the amount of assistance we can provide.)

☐ Yes
☐ No
☐ Maybe

Class Proposal

1. Class Title: Please include alternative names, separated by a comma.

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2. Class Format:
   - ☐ Online
   - ☐ In-Person
   - ☐ Hybrid

3. Class Description: If you have taught this class before at Kala, please provide an updated description. (150 words max)

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4. Suggested student Skill Level:
   - ☐ Beginning
   - ☐ Intermediate
   - ☐ Advanced

5. Prerequisites, if applicable. (ex: must have prior Photoshop experience)

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6. Teens, ages 14-17, welcome?
   ☐ Yes
   ☐ No

7. Class size limit: In person classes will be limited to 6-8 students depending on the class. Online class size limits are based on the instructor's preference. Please list your absolute max preference for either in-person or virtual format.