

**Application for Adult Education Learning Opportunity**

Submitted by \_\_\_\_\_ Date \_\_\_\_\_

Title of Offering \_\_\_\_\_

Leader: \_\_\_\_\_ Co-Leader: \_\_\_\_\_

Description of Offering \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Curriculum to be Used: \_\_\_\_\_  
\_\_\_\_\_

Day of Week:     Sun     Mon     Tues     Wed     Thurs     Fri     Sat

Time: From \_\_\_\_\_ am / pm to \_\_\_\_\_ am / pm

Length of Series: \_\_\_\_\_      Number of Sessions: \_\_\_\_\_

Start Date: \_\_\_\_\_      End Date \_\_\_\_\_

Date(s) Group will not meet: \_\_\_\_\_

Room preference:    1<sup>st</sup> \_\_\_\_\_      2<sup>nd</sup> \_\_\_\_\_      3<sup>rd</sup> \_\_\_\_\_

Facility Needs:     Tables     Chairs     White Board

Equipment Needs:     Overhead Projector     TV     VCR     DVD

Other (please specify): \_\_\_\_\_

Publicity             Advent Adventures (15<sup>th</sup> of month deadline)

Sunday bulletin

Web site

Narthex kiosk

Other (please specify): \_\_\_\_\_

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**For Office Use Only**

Date approved by Pastor: \_\_\_\_\_

Date approved by Team: \_\_\_\_\_

Room assigned: \_\_\_\_\_

Date placed on Master Calendar: \_\_\_\_\_