Classes held
Sept. 1st – Dec. 20th
Class syllabus
Class description – minimum 3-4 sentences
Name: ____________________________________________
Home Phone: ___________________________ Cell Phone: ___________________________
Email: __________________________________________
Mailing Address: ___________________________________________ City: __________ State: _____ Zip: __________
Do you own your own business? □ Can we leave catalogs/promotional materials? □
What other marketing ideas do you have? ____________________________________________
Why would someone take your class? ____________________________________________
What type of student is a good fit for this class? ____________________________________________
Is this class targeted to a specific age group? □ If yes, what age? ______

Course Information
Submissions are accepted by creativity, audience and community need. We are looking for classes that are innovative and compliment both our current class offerings and the mission of UW-Colleges Continuing Education.

Course Title: _______________________________________________________________________
Beginning Date: _______________ Ending Date: _______________
Preferred Day of the Week: _______ Preferred No. of Classes _______ Total Hrs: _______
Start Time: _______________ End Time: _______________
Do you need any of the following Software/AV Equipment needs?
PowerPoint/Computer: □ DVD/CD: □ Overhead/Document camera □ Internet (WiFi) Access □
Sound system □ Bringing your own equipment? □ If yes, what? __________________________
Is a text book required?: Yes: □ No: □ Other Supplies:______________________________
If yes, Author: ___________________________ Title: ___________________________
ISBN # (if available): ___________________________ Cost per student for text/supplies: ___________________________
Please indicate which campuses you would like to teach: UWM at Waukesha - UWM at Washington County

New instructors: an interview will be set up only for approved proposals. Starting wage is $20/hour for classroom instruction. We have the flexibility to continually add classes to our offerings year-round that will be featured on our website.

Please submit Instructor Bio/Proposal Form by mail or email:

Mail: UWM at Waukesha Continuing Education, 1500 N. University Drive, Waukesha, WI 53188  Email: wakce@uwc.edu