



## Teacher Application for Class

(PLEASE PRINT in INK – return to Ken Cartwright [kenc@wvi.com](mailto:kenc@wvi.com))

Your Name: \_\_\_\_\_

Address:

\_\_\_\_\_  
\_\_\_\_\_

Contact information:

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Facebook: \_\_\_\_\_

Type of art, craft or music that you could and would teach:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your experience as a music-artist-craft teacher:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Can you teach all age levels? Yes \_\_\_\_\_ No \_\_\_\_\_

if NO, what age groups? \_\_\_\_\_

What class size would you prefer \_\_\_\_\_

How long would your class be in weeks \_\_\_\_\_

How much time would each class be? \_\_\_\_\_

What day & time of the week is preferable? \_\_\_\_\_

What is the cost per student for the class? \$ \_\_\_\_\_

What would be the estimated cost of materials per student be?  
\$ \_\_\_\_\_

What is final product that your students will leave with?

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Comments and final thoughts:

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**Addendum to the Teacher application:**

How you get paid; teachers could charge each student a fee per class; for example, \$20 per person plus materials. The teacher can take all of that money except for \$25 per class for the facility use fee. If there are 6 students registered for the class, that is a total of \$120 minus the \$25 facility use fee for a net of \$95 plus materials. It will be the responsibility of the teacher to collect fees from the student and pay the class user fees to Santiam Hearts To Arts.

SH2A suggests that once the teacher agreement is completed and the class time and curriculum are finalized. there will be a minimum of 6 weeks lead time to get the class advertised in newspapers, radio and social media. This will enable SH2A to insure a better turnout for the teachers. it would also be agreed that the teacher would participate in promoting the class by their social media, press releases.

**Scholarships:**

There may be some scholarships available for students wishing to take the class who might be unable to pay for instruction and or materials. It will be up to the teacher to determine who those individuals are and why they need the scholarship be it full or partial.

Application for a class by a teacher will be done with this application and submitted to any SH2A board member for review. The funding for any scholarships needs to be approved in advance of this class so that SH2A can confirm funding availability. If students are granted a scholarship, SH2A will be responsible for payment of those student fees.

**Teacher Exceptions:**

There may be a situation when a teacher wishes to conduct a one-time workshop or class not discussed here. We urge the teacher/applicant to explain the class and their proposal on this application so the SH2A board can review this application and with the approval of the H2A board will grant or deny this request.

Applicant/teacher

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Date: \_\_\_\_\_

Application update January 9, 2024-KC