

Instructor Referral Form

Referral Guidelines

1. To refer a potential instructor, please complete this form and return it to the Osher Lifelong Learning Institute at FAU, Jupiter either in person, by mail or by fax.

Osher Lifelong Learning Institute Fax Number: (561) 799-8563
 5353 Parkside Drive PA 134
 Jupiter FL, 33458

2. Please allow up to six weeks for a reply, as potential speakers need to be researched.
3. Please note that all referrals must be approved by the Osher Lifelong Learning Institute Curriculum Committee after a staff member has researched the potential instructor.

Referral Submitted by: _____ Date: _____

Email: _____ Telephone: _____

Referral Information

Candidate Name: _____

Email: _____

Telephone: _____

Subject: _____

Why this candidate is qualified to teach for LLI Jupiter:

Front Desk and Administration Only

Date Received: _____ Date Contacted Instructor: _____

Staff Assigned/Date: _____ Date Contacted Reference: _____

Disposition _____