

- d. What teaching to help student achieve the objectives of the course?

Instructor's Agreement

I agree to instruct the designated course according to the guidelines as described in the *Christian Leadership School Manual*. I will provide instruction for ten fifty-minute sessions. I understand that I have no authority to assign a substitute instructor for any of the instructional periods. I agree to use the CLS- approved textbook(s) listed above or the substitute textbook recommended by the Christian Education Division of the Sunday School Publishing Board. I agree to follow the instructions of the Dean, including attending required meetings before the beginning of the CLS and completing and submitting a FORM-8 Class Attendance Record to the Dean at the close of the school. I understand a grievance may be filed in the event I fail to meet the conditions of this agreement.

Instructor's Signature

____/____/____
Date

Please complete this financial section:

Appropriate fees must accompany this form.

Please do not send cash!

Do not staple or tape checks!

Fees included with this application: Certification \$ _____ Informer \$ _____ Total \$ _____

Please list method of payment for this application. Make checks payable to: The Division of Christian Education

Check No. _____ Money Order No. _____ Cashier Check No. _____

Check No. _____ Money Order No. _____ Cashier Check No. _____

Submit to:

Division of Christian Education Accreditation and Credentials
Division of Christian Education, P. O. Box 70990 Nashville, TN 70990-0990

V. LESSON PLANS FOR THIS COURSE

In the appropriate spaces designating teaching hours (fifty minutes of teaching for each hour), write the topics to be covered and the plans by which the course objectives will be reached. The lesson plan for each hour is to include both a summary of topics to be covered and the methodology to be used (not just an outline of the chapters in the textbook). The instructor should include in the entry of each day's plan the assignments to be made to students in order to fulfill their ten hours of out-of-class activities. These activities include reading, papers, projects, and other assignments designated to arrive at the objective of the course; for the standard course of instruction, complete hours one through ten. Failure to complete 10 hours of lesson plans will result in the application being returned. The Dean is responsible for oversight of the teaching process, so it is important to read and critique the lesson plans.

***We will no longer accept "Lecture/Discussion" as a teaching method or procedure; please *be creative*.**