



## Application Instructions for Community Education, College for Kids, and Experiential Learning (formerly EDventures) Programs

**Thank you for your interest in teaching a non-credit course!**

Please follow the proposal instructions if you are applying for a teaching position with Community Education, College for Kids (Prescott-only) or Experiential Learning (formerly EDventures) programs on the Prescott and Sedona/Verde campuses.

### Include as attachment in Course Proposal Form:

- Resume or VITA
- Course outline(s) for proposed course(s)
- Short biography

Copy of current Fingerprint Clearance card **is required to teach for College for Kids.**

- ✓ All fingerprint applications are completed online at this website: <http://fieldprinterizona.com/>. Fingerprint cards are valid for 6 years from the date of issue. It takes 5-8 weeks to get a Fingerprint card so begin this process early!

Applications for all programs must be received by deadlines for consideration. If your application is selected, you will be notified no later than one month after the deadline.

### Application deadlines: (\*dates are subject to change)

Semester	Deadline to submit applications for teaching classes	Session dates	No class meeting dates
<b>Adult CommEd Winter/ Spring 2026</b>	Aug. 12, 2025	Jan 31-March 13 (WI) March 30-May 9 (SP)	No classes March 14-22 Spring Break
<b>Adult CommEd Summer 2026</b>	Feb. 8, 2026	June 1-June 25 (A) June 29-July 30 (B – Verde) July 7-July 30 (B – Prescott)	-No classes June 18 and July 6 -College is closed Fri-Sun
<b>Prescott College for Kids, Summer 2026</b>	Feb. 8, 2026	June 1 – 25 (A) July 7 – 30 (B)	-No classes June 18 and July 6 -College is closed Fri-Sun
<b>Adult CommEd Fall 2026</b>	TBD	TBD	

**Prescott Contact:** [haley.green@yc.edu](mailto:haley.green@yc.edu) or call 928.717.7638

**Sedona/Verde Contact:** [kathleen.freed@yc.edu](mailto:kathleen.freed@yc.edu) or call 928.649.5476