

Sage Healing Collaborative (SHC) Class Proposal

Please print out page 2 and return. This first page is for you

Class Guidelines

-Class Subjects:

Classes must be focused on Integrative Medicine, holistic healing, the politics of healing and health care or other health related subjects. We are able to schedule classes whose subjects we do not already have represented in our class schedule. We focus on scheduling classes that are most aligned with our mission to provide accessible integrative medicine and education to the community.

-Publicity:

SHC will put your class on our schedule online and send out emails to our newsletter and social medial outlets, teachers are also responsible for advertising classes through their own outlets, and finding their own students.

-Costs:

Part of our mission statement is to create access to integrative medicine education. Teachers are welcome to put a price on their class or offer it for free to the community.

SHC can collect payments and register students for your class. For non-collaborative members SHC requires a fee of 30% of class cost per student for overhead and administrative costs of the space. Collaborative members keep 100% of class proceeds and are allotted (per month): 6 hours class time on weekends and 10 hours class time during the week (max).

-Day of:

Teachers need to be present ½ hour before class starts, and ½ hour after class is over. Teachers will need to set up chairs and classroom as they see fit, and clean up any activities, remove any extra supplies and clean appropriate areas used. ----

Facilities

We have a kitchen available for class use. Our classroom will fit 25 people. The classroom is available evenings and weekends and limited availability during weekdays.

-Scheduling

Please have your class proposal submitted 1-3 months in advance. Scheduling is first come, first serve.

-Programs / One off Classes

We welcome programs (a series of classes) and one off classes. Programs can not last longer than 1 year.

-Cancellation Policy

We would expect that teachers who are confirmed on our class schedule would not have to cancel. If there is some issue related to health or an emergency, please call, Mary Blue at 401-248-4047.

We will run classes that have a 70% sign up rate. If there is not 70% of expected students signed up, then SHC will cancel the class 3 days before class date.

PLEASE PRINT OUT THIS PAGE AND RETURN TO: SAGE HEALING COLLABORATIVE, 201 WATERMAN AVE, EAST PROVIDENCE, RI, 02914 or email to: sagehealingcollaborative@gmail.com

Date:

Name:

Phone:

email:

Class Description (as you would like it to read on our website):

Length of class (please specify if you would like your class to be a one off class/ how many hours, or a series and how many hours total per session.):

Price per student (please note Sage Healing Collaborative fee is 30% of class cost per student, and SHC cannot accomodate classes whose prices do not reflect our mission to provide affordable, accessible education). If free, please note that the class is a free offering:

What are the best days to schedule your classes?

Weekday early evening ?

What day preferred?

Weekends?

What day preferred?

**Weekday daytime?
(limited availability)**

What day preferred?

How many students do you need for your class to run it successfully?