



Instructor Application

Please submit completed form with an updated resume and unofficial transcripts to: rmk@tompkinscortland.edu

Name (First M.I. Last): _____

Date of Birth _____ Have you taken classes or worked at Tompkins Cortland Community College: Yes No

Home Address: _____

Former name (maiden name, etc.) _____

School District: _____ Telephone #: _____

School E-Mail Address: _____

TC3 Course(s) Seeking Approval for (Subject & Course #): _____

Expected semester of Implementation: Fall Spring Full Year

Expected Year of Implementation: _____

Education (please attach unofficial transcripts):

College/University Name	College/University Location	Graduated? Yes or No	Type of Degree

Before submitting your credential packet to the CollegeNow office please make sure to include:

- CollegeNow Instructor Application
- Updated Resume
- Legible copies of undergraduate and graduate transcripts (unofficial is sufficient at this time)

Feel free to include any additional information to support your request to offer concurrent enrollment courses.

CollegeNow

P.O. Box 139, Dryden NY 13053 || 607-844-8222, ext. 4396 || 607-844-6535 (fax) || rmk@tompkinscortland.edu