

## 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  
 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 _____	