

CTL Custom Learning Experience Request Form

The Center for Teaching and Learning offers a wide variety of pre-existing workshops that can be scheduled to meet the needs of faculty and staff in each department. (Contact Tammi Saffold, 480-461-7690, for a copy of the current catalog.) If there are no pre-existing workshops meeting your specifications, you may request a customized learning experience. Minimum registration numbers apply and custom requests generally require a 4-8 week preparation time.

Requester Name	Department	Campus
Requester Phone	Email	
Title of Requested Learning Experience		Genre
		<input type="checkbox"/> Technical <input type="checkbox"/> Other (specify): <input type="checkbox"/> Soft skills
Today's Date	Preferred Workshop Date	Preferred Start Time
Best day(s) for Workshop		Preferred Length (in hours)
<input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri <input type="checkbox"/> Sat		
Number of People Expected to Attend Workshop		

Details of Custom Learning Experience

What is the goal of this workshop?
What are the specific learning objectives you would like to have covered during the workshop?
Please describe the audience (employee type, prior knowledge of subject matter, etc.):
Other comments or requests:

[Click Here to Submit](#)

[Click Here to Reset](#)

For assistance, please contact
 Tammi Saffold in the Center for Teaching and Learning
tsaffold@mail.mc.maricopa.edu or 480-461-7690.