



**Finger Lakes Community College  
Office of Concurrent Enrollment  
Gemini Program Instructor Application**

<b>Last Name</b>	<b>First Name</b>	<b>Middle Initial</b>	
<b>Address</b>	<b>Street</b>	<b>City</b>	<b>State      Zip</b>
<b>Telephone Number(s)</b>		<b>Social Security Num. (for internal system)</b>	
<b>Email Address (work)</b>		<b>Email Address (home)</b>	

<b>FLCC Course(s) Requested:</b>	<b>Anticipated Start of Course:</b>
<b>School District:</b>	<b>Name of Site Coordinator:</b>

Have you ever taught a Gemini course(s) before?  Yes  No  
 If yes, what course(s) have you taught? \_\_\_\_\_

Have you ever taught at Finger Lakes Community College before?  Yes  No  
 If yes, what course(s) have you taught? \_\_\_\_\_

	Name of School	Degree & Major	Years Attended	Diploma/Degree
<b>High School Graduate?</b> Yes ____ No ____			<b>NA</b>	<b>NA</b>
<b>Undergraduate College(s)</b>				
<b>Graduate/Professional</b>				
<b>Other (Specify)</b>				

<b>Foreign Language Instructors Only:</b> Indicate all foreign languages you can speak, read and/or write.			
	<b>FLUENT</b>	<b>GOOD</b>	<b>FAIR</b>
<b>SPEAK</b>			
<b>READ</b>			
<b>WRITE</b>			

**Teaching/Employment Experience (Start with your current employer)**

<b>School District/Employer Name</b>	<b>Dates: From:</b>	<b>To:</b>
<b>Title</b>	<b>Courses Taught/Job Description</b>	
<b>Address &amp; Telephone Number</b>		

<b>School District/Employer Name</b>	<b>Dates: From:</b>	<b>To:</b>
<b>Title</b>	<b>Courses Taught/Job Description</b>	
<b>Address &amp; Telephone Number</b>		

<b>School District/Employer Name</b>	<b>Dates: From:</b>	<b>To:</b>
<b>Title</b>	<b>Courses Taught/Job Description</b>	
<b>Address &amp; Telephone Number</b>		

<b>School District/Employer Name</b>	<b>Dates: From:</b>	<b>To:</b>
<b>Title</b>	<b>Courses Taught/Job Description</b>	
<b>Address &amp; Telephone Number</b>		

**Additional Information:**

List all NYS permanent, professional, or initial teaching certifications that you hold:

Summarize special job-related skills and qualifications acquired from employment or other interests and experiences (specialized training, apprenticeships, etc.):

- In addition to this application please submit the following:*
- Professional Resume
  - Official or unofficial copies of both undergraduate and graduate transcripts from all institutions attended
  - Anticipated course outline (must align with the FLCC course syllabus and include textbook information). FLCC course descriptions and syllabi are available at [www.flcc.edu/courses](http://www.flcc.edu/courses). See additional document sent to you via email called "How to Create a Course Outline." If you have not received this document, please email [Laura.Jamieson@flcc.edu](mailto:Laura.Jamieson@flcc.edu)

**Instructor’s Statement: Please read and sign.**

I certify that the information provided in this packet is true, correct, and complete. I authorize the use of any information in this application to certify my statements. I authorize employers and/or personal reference(s) to answer all questions concerning my ability to perform as a Gemini instructor. I understand that this application and the attached materials are not a guarantee that I am approved to teach an FLCC course.

\_\_\_\_\_  
**Signature of Instructor**

\_\_\_\_\_  
**Date**

**Please return all application materials to:  
The Office of Concurrent Enrollment  
3325 Marvin Sands Drive  
Canandaigua, NY 14424  
585.785.1669  
Fax: 585.785.1820**

FLCC does not discriminate on the basis of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation, disability, or veteran status in its educational programs, admissions, activities, or employment policies.