



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

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

FLCC Course(s) Requested:	Anticipated Start of Course:
School District:	Name of Site Coordinator:

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? _____

Have you ever been an FLCC student? Yes No

	Name of School	Major/Course of Study	Year Degree was Conferred	Diploma/Degree Earned (BS, BA, MA, MS, etc.)
High School Graduate? Yes ____ No ____			NA	NA
Undergraduate College(s)				
Graduate/Professional				
Other (Specify)				

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

Teaching/Employment Experience (Start with your current employer)

School District/Employer Name	Dates: From:	To:
Title	Courses Taught/Job Description	
Address & Telephone Number		

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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. See additional document sent to you via email called "Course Outline Guides." If you have not received this document, please email 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 via Email Only:
Laura Jamieson- Laura.Jamieson@flcc.edu *(Please send PDF's instead of links to a shared network or internal document like Google Drive or Microsoft Teams. These are not compatible with FLCC's software)*

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.