



# 2019-2020 Brochure Dates

*Schedule is subject to change*

## **Fall 2019 & Winter 2020 Brochure**

Months Covered:	September 1– March 31
Intent to Teach Due:	June 14
Description Approval Due:	July 1
Mail Date:	July 26

## **Spring Summer 2020 Brochure**

Months Covered:	May 1 – August 31
Intent to Teach Due:	February 14
Description Approval Due:	March 2
Mail Date:	April 3

Current instructors will still receive a reminder email.  
I encourage you to make note of the dates and plan accordingly.  
If you are able to schedule further in advance, feel free to send Intent to Teach forms for all three brochures at one time.

Questions can be directed to Lauren Smith,  
248-628-1720 or [laurensmith@oxparkrec.org](mailto:laurensmith@oxparkrec.org).



# 20XXXXX Brochure Dates

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## **Spring Summer 2018 Brochure**

Months Covered:	May– August
Intent to Teach Due:	February 16
Description Approval Due:	March 16
Mail Date:	April 13

## **Fall 2018 Brochure**

Months Covered:	September– December
Intent to Teach Due:	June 15
Description Approval Due:	July 13
Mail Date:	August 10

## **Winter 2019 Brochure**

Months Covered:	January– March
Intent to Teach Due:	October 12
Description Approval Due:	November 90
Mail Date:	December 7

Current instructors will still receive a reminder email.  
I encourage you to make note of the dates and plan accordingly.  
If you are able to schedule further in advance, feel free to send Intent to Teach forms for all three brochures at one time.

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248-628-1720 or [laurensmith@oxparkrec.org](mailto:laurensmith@oxparkrec.org).