

FEATHER RIVER COMMUNITY COLLEGE DISTRICT
570 GOLDEN EAGLE AVENUE • QUINCY CA 95971 • (530) 283-0202

Date

Instructor name
Instructor address
Instructor town/zip
code

Dear <Instructor>:

Feather River Community College District (FRCCD) has a collaborative contract with **AGENCY**. Under this agreement, we appoint you as an Instructor.

We have determined that you are qualified to teach community college courses in the discipline of **DISCIPLINE**. The courses that you teach will be in conformance with the course outlines of record. Your overall instructional program will be under my supervision as Vice President of Instruction for Feather River College, but your direct supervision will be provided by **AGENCY**. Your teaching assignment will be consistent with the contractual agreement between FRCCD and **AGENCY** for credit courses.

We provide payment to **AGENCY** for all instructors. You will be compensated for your teaching duties at the **AGENCY** prevailing rate.

If you are in agreement with these terms, please sign below.

Sincerely,

Derek Lerch
Vice President of Instruction

I agree to the above-stated terms and conditions, and confirm that I have understood and will abide by them.

Signature

Date