

Training | Workshop Request Form

DETROIT INSTITUTE FOR CHILDREN

Contact Information

School/Organization			
Contact Name			
Contact Email		Contact #	
Preferred method of contact	<input type="checkbox"/> Email <input type="checkbox"/> Phone		

Training Details

What training/workshop are you interested in?			
Location of training/workshop			
In what room will the training take place?			
Training Date Option #1		Training Date Option #2	
Preferred starting time			
Amount of time allotted for training <input type="checkbox"/> 1 hour <input type="checkbox"/> 90 minutes <input type="checkbox"/> 1/2 day <input type="checkbox"/> Full day			
How many people do you anticipate participating?			
What are the key takeaways you want your participants to learn?			
Please check the equipment you have available <input type="checkbox"/> Projector <input type="checkbox"/> Speakers			
Provide any questions or comments related to this training request:			

Please submit the completed form to dicworkshop@detroitchildren.org and include "Training Request" in the email subject line. After reviewing your completed form, someone from administration will contact you confirming dates and times. If you have any questions regarding the scheduling of your training, please contact the DIC office at (248) 926-0909.

Please note, all trainings should be made a month in advance as we cannot guarantee the requested dates.