



Cotton Gin Fabric
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Instructor Class Proposal Form

Overview

Perfect for students with little to no sewing experience. This beginner - friendly class focuses on building confidence and basic sewing skills step by step.

Students will bring their own sewing machines (or rent one from Cotton Gin) and learn how to use them, practice essential stitches and complete a simple project each class. Each session will introduce new skills with hands - on instruction and individual support in a small class setting.

All required supplies must be purchased prior to class. We can't wait to sew with you.

Class Information:

- Class Name: Sewing Made Simple - Adult Beginner Series
- Proposed Date(s): Friday, January 16, 2026; Friday, January 30, 2026; Friday February 20, 2026
- Proposed Time(s): 5:30pm - 830pm
- Sessions for the class: 3
- Skill Level: Beginner
- Class Description: The perfect class to begin your sewing adventure. With a small class size and two instructors, you'll receive plenty of hands-on support as we guide you through your sewing machine and the basic skills needed to begin your sewing journey. We will be using School of Sewing by Shea Anderson as a learning resource throughout the series. Each class you will take a home guided project to help reinforce the skills learned that day. All items purchased at Cotton Gin will receive a class discount.

Class1: Learn your sewing machine, basic stitches, fabrics and interfacing - the true foundations of sewing.

Class 2: Build on those skills by exploring sewing notions, fabric cuts, cutting techniques, and zippers.

Class 3: Bring it all together as we introduce patterns and learn how to calculate project sizes.

- Special skills needed prior to signing up for class: None
- Minimum and maximum of students for your class: 6
- Instructor name(s) and contact information:
Veronica Villanueva
(626) 253-8960
Veesstitchingsanctuary@gmail.com

Class Specific Supplies:

Please provide class-specific supplies that are needed for your class, to include:

Class 1:

- Pattern: School of Sewing by Shea Anderson ISBN: 978-1-940655-024
- Fabric: Quilting Cotton or Flannel - $\frac{7}{8}$ yard main fabric, $\frac{3}{8}$ yard cuff fabric
- Hardware: Presser Feet - All Purpose, Zipper, Button hole, quarter inch
- Notions: Universal 80/12 needles, bobbins, coordinating thread, fabric scissors, fabric snips, clear acrylic ruler (6" x 24" preferred), seam ripper, rotary cutter, cutting mat, seam guide (magnet or tape), pins, pin cushion, fabric marking pens/pencils

Class 2:

- Fabric: 1 cotton fat quarter - exterior, 1 cotton fat quarter - lining
- Interfacing: $\frac{1}{2}$ yard SF101 or fusible fleece
- Hardware: Zipper presser foot
- Notions: 9" polyester zipper

Class 3:

- Fabric: 1 fat quarter or $\frac{1}{3}$ yard exterior, 1 fat quarter or $\frac{1}{3}$ yard lining, 1 fat quarter or $\frac{1}{4}$ yard accent fabric for flap, 1 fat quarter or $\frac{1}{4}$ yard fabric for pocket
- Interfacing: $\frac{1}{2}$ yard fusible fleece, 1 yard SF 101
- Hardware: Buttonhole presser foot
- Notions: $\frac{5}{8}$ " button, fabric marking pen

General Instructor Information:

- If a kit is needed for your class, that needs to be discussed with the Event and Class Coordinator.

- Prior to the class sample being made, the cost of the sample needs to be discussed with the shop owner. The class sample is due a **minimum** of 60 days prior to class start date.
- The class will be posted on our website once all the information is received and approved.
- Our general student fee per class is \$25 - 3 Hour Class and \$50 - 6 Hour Class.
- The general teacher fee is 65% of class participants.
- Your class will be canceled if the minimum number of students have not been met within one week of the scheduled class date.
- It's the responsibility of the instructor to call students to remind them of class one week before the start of class.
- Instructors should arrive 30 minutes prior to the start of class for set up and to assist class participants in purchasing items for class.
- After class, instructors are responsible for classroom clean up.
- Save your class roster(s) to include with your payroll form at the end of your class.
- If you have any questions, please contact Laura Kottwitz (909) 553-0350.