

Coursework Request Form

East Guernsey Local Professional Development Committee

Submit this form to the East Guernsey Local Professional Development Committee prior to taking any coursework or attending any conference or workshop that you plan on using the credit to renew your teaching certificate/license.

Name:

Date:

Building:

Position:

Complete the section below if the credit will be granted in either quarter or semester hours.

College / University

Date that the Course Starts

<u>Course Number</u>	<u>Section Number</u>	<u>Course Description</u>	<u>Number of Hours Semester / Qtr.</u>
<input style="width: 80px;" type="text"/>	<input style="width: 80px;" type="text"/>	<input style="width: 450px;" type="text"/>	<input style="width: 120px;" type="text"/>
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Preliminary Approval given by: _____, _____, _____,
 _____, _____, _____, Date Approved: _____

In the Event preliminary approval is not obtained, Credit or CEU's may or may not be granted.
 Please refer to and follow guidelines on IPDP submission.