



CEU Course Approval Application

(To be Used by Instructors Prior to Teaching a Course so that their students can obtain CEUs for attending the course)

Instructor's Name: _____

Address: _____

City, State, Zip _____

Phone _____ Email: _____

Title of Course being submitted: _____

Is this a one-time course or will it be taught on a recurring basis? _____

Date(s) when course will be taught: _____

Total Length of instruction (hrs) _____ Lecture component _____ Practical Component _____

Please explain why this program should be awarded CEU units:

Please attach to this application a brief outline of the course material, including a copy of the written assessment or a description of the practical assessment which will be used to evaluate student performance.

FOR OFFICIAL USE ONLY

Date received at AWCI: _____

Date submitted to BOE: _____

Approval: Accepted Denied Date: _____

Recommendation for CEUs: Type _____ Units _____ Assigned Course Code: _____