PGH/CE APPROVAL APPLICATION

Type of approval: ☐ **Drinking Water: Stephen Denning** ☐ **Wastewater: Maureen Kinney**

Is this an online course?
☐ Yes – Complete ONLINE questionnaire; submit with this application.
☐ No

Is this a webinar?
☐ Yes – Complete WEBINAR questionnaire; submit with this application.
☐ No

Does applicant own course content?
☐ Yes
☐ No – Applicant must be course content owner.

Is applicant a product or service vendor?
☐ Yes – Course may NOT include sales pitches and/or endorsements.
☐ No

Is applicant IACET accredited?
☐ Yes
☐ No

Is applicant accredited by institution of higher learning?
☐ Yes
☐ No

REQUIRED with this complete application:

- ☐ Timed Agenda – indicate time frame of course delivery, i.e. single 6-hour session, or 2 3-hour sessions? Same day?
- ☐ Instructor Bio(s)
- ☐ Class Date(s), Time(s) & Location(s)
- ☐ Sample Certificate of Completion
- ☐ Online or Webinar Questionnaire (*if applicable*)

Name of Organization providing course: _____

Responsible Person (*First MI Last*): _____

Address: _____

Phone: _____ Email: _____

Course Title & Description - *How does this course provide applicable continued education for the operator?*	**# of Contact Hours Requested?**

What educational materials will be used?

- *I affirm that I have read and understand the responsibilities and reporting requirements for training providers. Failure to comply may result in suspension or revocation of any approved trainings.*
- *I understand that the NC Operator Certification Program may audit any course at its discretion.*
- *I/Organization will retain records of any course approval number(s) and reference that number on correspondence and/or inquiries.*

Signature: _____ Date: _____

Applicant/Responsible Person