CE COURSE PROPOSAL

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***Complete form below using the CE Course Proposal Instruction Sheet.***

DATE RECEIVED BY OFFICE MANAGER:

PRESENTER:

PRESENTER AFFILIATION:

PRESENTER CONTACT INFO:

PRESENTER:

PRESENTER AFFILIATION:

PRESENTER CONTACT INFO:

COURSE TITLE:

CE CREDITS:

DATE/TIME OF PRESENTATION:

LOCATION OF PRESENTATION:

CURRICULUM CONTENT

Course Description

Describe Conflicts of Interest

EDUCATIONAL PLANNING AND INSTRUCTIONAL METHODS

Describe Learning Objectives

Describe Instructional Methods

Describe Presenter Competency

ARTICLES/HANDOUTS:

\_\_\_\_\_\_ I will make my own copies of articles/handouts for distribution to the course

participants.

\_\_\_\_\_\_ I would like the SDPA office to post online copies of articles/handouts.

\_\_\_\_\_\_ No articles/handouts will be used in my course.

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PRESENTER SIGNATURE DATE