

EASTERN LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE

Coursework Proposal

(NOTE: You must submit a separate coursework proposal page for each proposed course. Please print this form on **green paper**.)

Applicant's Name

Course Title: Course #

University/College:

Number of Hours QRT or SEM OR Number of CEUs

YES NO Not Applicable If you are currently enrolled in a graduate degree program, will this course apply toward fulfillment of that degree?

YES NO Not Applicable If you are currently pursuing an additional certificate/license, will this course apply toward fulfillment of that certification/license?

Timeline. Provide a completion date or timeline for the completion of this course.

Goal(s). Provide the IPDP goals that relate to the course.

Content. Provide a brief **description** of the course, a **rationale** for choosing the course OR the anticipated **benefits** of the course, and how and with whom you will **share** the information gleaned from the course.

I certify that the information provided in this Coursework Proposal is true and accurate to the best of my knowledge.

Signature

Date

Approval/Disapproval. **(This section will be completed by the LPDC.)**

_____ This course has been approved as submitted.

_____ This course has merit but has not been approved as submitted. You may refine the highlighted areas and resubmit the proposal.

Signature of LPDC Chairperson

Initial LPDC Review Date

Signature of LPDC Chairperson

Approval Date

This course has been denied at this time. The purposes, process, and benefits of the course in relation to your Individual Professional Development Plan are unclear. If you still feel that this course is worthwhile, please redefine and restate your proposal before resubmitting.

Signature of LPDC Chairperson

Date

- Credit toward certification/licensure will be awarded upon receipt of a transcript/CEU certificate confirming successful completion of coursework.
- Any certified staff member may personally present a coursework proposal by requesting an appointment at a regularly scheduled LPDC meeting.