



Course Promotion Form v.0

Instructions: Please complete the below form in its entirety. The completed form and any supporting materials can be submitted to: [insert email address here]

Course Information

Date(s) of Course: Click or tap here to enter text.

Price of Course: Click or tap here to enter text.

About the Course: (Please provide a general description of the course.)

Click or tap here to enter text.

Learning Outcomes: (Please provide a list of learning outcomes for the course.)

- Click or tap here to enter text.
- Click or tap here to enter text.
- Click or tap here to enter text.
- Click or tap here to enter text.
- Click or tap here to enter text.

Course Target Audience: (Please provide information about the target audience for the course.)

Course Content Outline or Agenda:

(For online courses, please provide a list of the sections of the course. For in-person courses, please provide a daily agenda of topics covered.)

Click or tap here to enter text.

Number of CEUs/PDHs to be Awarded: Click or tap here to enter text.

Reference Materials:

(Please provide information about the materials included in the course, such as any workbooks with course slides, standards, etc.)

Click or tap here to enter text.

Technology Requirements:

(For online courses, please provide a list of the technology requirements for accessing the course.)

Click or tap here to enter text.

Fee Includes:

(Please provide a list containing information on what the fee for the course includes, such as all course notes, certificates, etc.)



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Click or tap here to enter text.

About the Instructor(s):

(Please provide a short, descriptive biography for all instructors of the course.)

Click or tap here to enter text.

How Learning Will Be Assessed:

(Please provide information on how learning will be assessed. For example, quizzes, Q+A sessions.)

Click or tap here to enter text.

Student Requirements for Course:

(Please provide a list of what the student needs to bring to in-person class or needs to complete before coming to in-person or online class, such as laptop, PPE, completion of at home study, etc.)

Click or tap here to enter text.

Signature:

Printed Name: Click or tap here to enter text.

Date: Click or tap to enter a date.