

EAST PALESTINE CITY SCHOOL DISTRICT
Local Professional Development Committee



EDUCATOR REQUEST FOR WORKSHOP/CONFERENCE CEU APPROVAL

Name: _____

****** “Beginning January 1, 2018, the look back period for all LPDC credits submitted for LPDC approval will be within three (3) years of receiving the credit, and the administrator who signs/signed off on the paperwork (as far as other activities request forms) must still be employed by the district.” *Passed at the LPDC meeting held November 14, 2018.*

For a Workshop or Conference: *Please complete if you are seeking LPDC approval for CEU credit.*

a.) Title of the Workshop: _____

b.) Identify Provider: _____

c.) Identify Presenter: _____

d.) Identify a phone number contact for Presenter: _____

e.) Identify the workshop date(s): _____

f.) Identify the approx. number of clock hours of workshop instruction: _____ hrs.

g.) Attach the workshop program or synopsis indicating the workshop date(s), daily agenda
With times, and a description of workshop content and activities.

h.) You are reminded that CEU workshop credits used toward the renewal of a license, must assist you in accomplishing the goals of your Individual Professional Development Plan, and that this plan must address student, district, and educator development needs.

i.) The workshop/conference Certificate of Completion must be supplied to the LPDC for final award of CEU credit.

****Conversion:*** *One activity hour is equal to one-tenth (0.1) CEU credit. 10 activity hours are equal to one (1) CEU. The LPDC will determine CEU credits based upon district guidelines..*

Date of Pre-Approval: _____ LPDC Initials: _____

Date of CEU Approval: _____ LPDC Signature: _____

CEU's Approved: _____

FORM CEU_WC
Revised 2/26/2020