

## Clinton City Schools Prior Approval for Renewal Credit

Request prior approval for renewal credit for a course or workshop 10+ contact hours.

<b>Participant Name</b>	
<b>Assigned School</b>	
<b>Technology Credit Requested</b>	(check one) <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Reading Credit Requested</b>	(check one) <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Academic Credit Requested</b>	(check one) <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Title and Description of Course or Workshop (specify if course is on-line)</b>	
<b>Activity Sponsor</b>	
<b>Instructor</b>	
<b>Date Course/Workshop Begins</b>	
<b>Date Course/Workshop Ends</b>	
<b>Number of Contact Hours</b>	
<b>Signature</b>	
<b>Date</b>	
<b>Principal/Designee Approval</b>	<b>Date:</b>
<b>Explain how this activity specifically supports the School Improvement Plan</b>	

<b>For Central Services Completion:</b>	
_____ Approved	
_____ Disapproved – Explanation: _____	
_____	
_____	_____
Central Services Approval	Date

This form will be returned to the participant by Central Services. At the conclusion of the approved activity, this form will be attached to the Certification of Credit Form and documentation of activity completion and submitted to Central Services. All documentation will be returned to the participant after CEUs have been awarded at Central Services. It is the responsibility of the professional seeking renewal credit to maintain all documentation for renewal.