

Clinton City Schools Prior Approval for Renewal Credit

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

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

For Central Services Completion:	
_____ 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.