

CEU Application Checklist

(Attachment 2)

(Do not submit with application)

- _____ All sections of form are filled out and completed
- _____ Thumbnail biography for each presenter/trainer is attached
- _____ Learning objectives are clearly stated for each session
- _____ Learning objectives consistent with MAPPA defined Domain Competencies
- _____ Copy of Training Brochure or Program Agenda is attached
- _____ Copy of Certificate of Attendance/Completion to be awarded to participants
- _____ Copy of evaluation form to assess achievement of learning objectives
- _____ Contact Hours calculation
- _____ Payment included

*An incomplete Application may delay approval and/or result in denial of designation.

Please Submit Completed Application with check made payable to:

MAPPA

P.O. Box 609

Linkwood, MD 21835-0609