ENVIROCERT International, Inc.®

11000 Olson Drive, Suite 205, Rancho Cordova, CA 95670
Phone: (279) 888-6911 | Fax: (828) 655-1622
www.EnviroCert.org

PDH REQUEST FORM

Submittal Date:

Name of Organization or Company:

Name of Person Completing Application:

First

Last

Representative Name and Title:

First

Last

Title

Representative Email and Phone:

Email

Phone Number

Company Address:

Street Address

Address Line 2

City

State / Province / Region

Zip / Postal Code

Country

ENVIROCERT International, Inc.®

11000 Olson Drive, Suite 205, Rancho Cordova, CA 95670
Phone: (279) 888-6911 | Fax: (828) 655-1622
www.EnviroCert.org

REQUIRED DOCUMENTATION

Documentation must include: Course description • Learning outcomes • Registration details • Speaker bio and credentials.

Upload a copy of these documents below.

NOTE: We will not review and approve an application until we receive a copy of the marketing brochure or a link to a conference website. Documents must include Course description • Learning outcomes • Registration details • Speaker bio and credentials. EnviroCert International, Inc. (ECI) is certifying the educational contact hours of the program and by doing so is, in no way, endorsing any specific content, company, or product.

Event Date(s):

☐ **Check if this is an ongoing event.**

Link to Event:

Who to Contact with Event Questions/Issues:

Course Title:

Course Location:

Target Audience:

Justification for Topic:

Anticipated Contact Time (50 minutes for 1 PDH):

Type of Learning Event:
Select all that apply

☐ Webinar
☐ Online
☐ Classroom
☐ Self-Paced / Online
☐ Field
☐ Other

ENVIROCERT International, Inc.®

11000 Olson Drive, Suite 205, Rancho Cordova, CA 95670
Phone: (279) 888-6911 | Fax: (828) 655-1622
www.EnviroCert.org

PRESENTER / TRAINER INFORMATION

Will more than one (1) presenter / trainer be approved to present this course?

- ☐ Yes
- ☐ No

Describe the presenter / trainer qualifications needed to present this topic. *

* Please explain the credentials and experience of the presenter / trainer that qualifies them to speak on this topic.

Presenter / Trainer Names and Credentials*

List the names and credentials of all presenters / trainers that will be approved to present this course. Click "plus" to add presenters / trainers.

Presenter / Trainer Name	Presenter / Trainer Credentials
Presenter / Trainer Name	Presenter / Trainer Credentials
Presenter / Trainer Name	Presenter / Trainer Credentials

Describe the process that will be used to communicate with the presenter / trainer, participant, or any other person or organization vested in the learning event.

What measures are in place to ensure the presentations and/or program will be balanced, unbiased, and evidence-based without any real or perceived conflicts of interest on the part of the presenter / trainer?

How will you document and verify attendance?

11000 Olson Drive, Suite 205, Rancho Cordova, CA 95670
Phone: (279) 888-6911 | Fax: (828) 655-1622
www.EnviroCert.org

LEARNING DESIGN

Learning Outcome Description:

Instructional materials to be used to present content:
Select all that apply.

- ☐ PowerPoint / Prezi
- ☐ Lecture
- ☐ Handouts

Method used to accommodate learning styles:
Select all that apply.

- ☐ Discussion
- ☐ Images
- ☐ Videos
- ☐ Charts
- ☐ Case Studies

LEARNING OUTCOME

How is learning outcome determined?
Select all that apply.

- ☐ Quiz
- ☐ Discussion
- ☐ Group Participation

FEES

Fees company will charge participant:

11000 Olson Drive, Suite 205, Rancho Cordova, CA 95670
Phone: (279) 888-6911 | Fax: (828) 655-1622
www.EnviroCert.org

ECI OUTREACH

Does group want ECI to send out PDH announcement(s) ☐ Yes ☐ No

If yes, please provide information to be sent:

SUBMITTAL

Submit this completed form to communications@envirocert.org.

For any questions contact ECI offices at info@envirocert.org or call (279) 888-6911.

*If your PDH application is not received within thirty (30) days prior to the event sixty (60) to (90) for conferences or events with multiple courses, marketing and/or review cannot be guaranteed.