

EAST PALESTINE CITY SCHOOL DISTRICT
Local Professional Development Committee



EDUCATOR REQUEST FOR WORKSHOP/CONFERENCE CEU APPROVAL

Name: _____

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: _____