COLORADO DEPARTMENT OF AGRICULTURE

Division of Plant Industry

305 Interlocken Parkway, Broomfield, Colorado, 80021

Tel: (303) 869-9050 Fax: (303) 466-2860 www.colorado.gov/ag/dpi

Form: DPI-PA-CECWA (Rev. 03/09)

REQUEST FOR CONTINUING EDUCATION CREDIT WORKSHOP APPROVAL

I, _____ , am submitting the following information to request continuing education credit (CEC) approval. Enclosed you will find:

Name of the workshop sponsor requesting CEC approval: _____

Name of the workshop: _____

Location of workshop: _____ **Date of workshop:** _____

Contact person for workshop: _____ **Phone:** _____

Projected number of Colorado CEC credit verification forms needed: _____

Contact Email address: _____

Web Link Address for Workshop info: _____

Mailing Address

_____
Street

_____ _____ _____
City **State** **Zip**

_____
County

_____ _____
Daytime Phone **Evening Phone**

I am an out of state workshop and request to use our attendance verification process: Yes: ☐ No: ☐
(A Colorado Department of Agriculture CEC Summary Form must be completed and submitted with your workshop attendance verification.)

REQUIRED attached documentation:
All information must be submitted no less than fifteen days prior to the course with this form and all required information attached.

- ☐ Proposed agenda, with noted time of each presentation
- ☐ Synopsis of the topics to be addressed in each presentation
- ☐ Identity of all speakers, listing experience and background
- ☐ Letter requesting a representative from the Colorado Department of Agriculture to do a Laws and Regulations presentation (Only required if requesting a CDA/DPI speaker)

If submitting information electronically:

You can either press the Email this form button below (which will attach this form to an email (Requires an email program such as Microsoft Outlook). If using a web-based email program such as yahoo or gmail you will need to save this file to your computer and attach via your web-based email program. You can also attach additional documents as required.) or email Jonathan Handy at: jonathan.handy@state.co.us

Email this form

If submitting information via mail, send your required documents to:

Colorado Department of Agriculture, DPI
Attention: Jonathan Handy,
Pesticide Applicator Coordinator
305 Interlocken Parkway
Broomfield, Colorado, 80021

If you have any questions regarding the CEC approval request requirements, contact Jonathan Handy at 303/869/9063.