

**Print legibly or type:**

Name: \_\_\_\_\_

Jurisdiction: \_\_\_\_\_ Title: \_\_\_\_\_

Course name: \_\_\_\_\_

Sponsoring organization: \_\_\_\_\_

Date of program: \_\_\_\_\_

Location: \_\_\_\_\_

Hours of credit requested: Tested \_\_\_\_\_ Non-tested \_\_\_\_\_ (Attach test results)

1. Are the hours for a self-study course? Yes  No

Self-study is a course taken online at your own pace.

2. Are the hours for a virtual course? Yes  No

Virtual is a course taken where the instructor can see and interact with you.

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**ATTENDANCE CERTIFICATION:**

I certify that I have attended the indicated sessions of the above-described program for which I am applying credit.

I, the undersigned, declare under penalties of perjury or false certificate, that I have examined this document, and, to the best of my knowledge and belief, it is true, correct, and complete.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of instructor or sponsoring official: \_\_\_\_\_

Email as a PDF to: [ed.dov.eq@iowa.gov](mailto:ed.dov.eq@iowa.gov)