

PRACTICAL EDUCATION (PE) continuing education course
("hands-on", in person)
APPLICATION FOR CYCLE 12 COURSE APPROVAL

Course Information

Name of Course *(EXACT name of course as advertised, as it appears on the certificate of completion, and as it will appear on CMTBC's Approved CE Activities list if approved)*

Name of Instructor/s

1. Primary instructor
2. Others

Instructor Credentials *(provide professional designation and other credentials as appropriate)*

1. Primary instructor
2. Others

Check the box to confirm that:

1. instructors' curriculum vitae is/are included with this application. Short "bio" is insufficient.
2. Verification of current registration is included for course instructor/s.

Attached

Specify the ratio of instructors to participants

Course Content

Check the box to indicate you have attached:

- A detailed course outline
- Descriptive course material, including handouts distributed to participants
- References to the evidence base that supports your course content
- Hourly breakdown of instructional activity; differentiate "hands-on" work from other types of instruction
- Assessments used to ensure that learning outcomes are met (e.g. quiz, other)
- Explanation of your verification method of participants' full attendance

Attached

Learning Outcomes

(list below or attach a statement of learning outcomes. Learning outcomes identify the specific knowledge and skills an RMT will acquire by completing the course)

Attached

Contact for completing this application

Name of person completing this application

Email address for use by course reviewers

Daytime telephone number/s for use by course reviewers

Please confirm who you are in relation to this application for course approval

- I am an RMT, registrant with CMTBC, and wish to take this course for Cycle 12 CECs
- I am the course instructor
- I provide administrative support for this course on behalf of _____
- I am/we are the BC sponsor of this course
- Other *(please describe)* _____

Contact for RMTs to learn more about this course, if this course is approved

Email address

Daytime telephone number/s (include time zone, e.g. PST, Pacific Standard Time)

Website

Deadlines for Cycle 12

- September 6, 2020** Last date application for course approval will be accepted
- October 31, 2020** Cycle 12 ends - RMTs must complete requirements by this date
- November 30, 2020** Cycle 12 CECs must be reported to CMTBC by RMTs

Submit Application by email

Email: info@cmtbc.ca Subject Line: Cycle 12 PE course application <name of course>

Results of your Application

- The decision of CMTBC's Quality Assurance Committee will be sent to you by email.
- The College aims to reply within six weeks of receiving a complete application. Incomplete applications cannot be processed.