

PROFESSIONAL DEVELOPMENT (PD) CONFERENCE APPLICATION FOR CYCLE 12 CONFERENCE PRE-APPROVAL

Conference Information

Name of Conference *(EXACT name of conference as advertised, as it will appear on the confirmation of attendance, and as it will appear on CMTBC's Approved CE Activities list if approved)*

Date and Location of Conference

Name of presenters/speakers at conference, including each individual's professional credential/s
(provide professional designation and other credentials as appropriate)

PRESENTERS/SPEAKERS	PROFESSIONAL CREDENTIAL/S

Check this box to confirm that all conference presenters' *curriculum vitae* are included with this application. Short "bio" is insufficient. Attached

Website and other online information about this conference

Conference Content Attached
Check the box to indicate you have attached detailed information on conference content

Learning Outcomes Attached
(list below or attach a statement of learning outcomes. Learning outcomes identify the specific knowledge and skills an RMT will acquire by participating in this conference)

Attendance Verification

(list below or attach a statement of how conference attendance will be verified)

Attached

Contact for completing this application

Name of person completing this application

Email address for use by reviewers

Daytime telephone number/s for use by reviewers

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

- I am the conference organizer
- I provide administrative support for this conference on behalf of
- Other *(please describe)*

Contact for RMTs to learn more about this conference, if this conference 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 for pre-approval by email

Email: info@cmtbc.ca Subject Line: **Cycle 12 PD conference pre-approval application**
<name of conference>

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.
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