

Professional Training and Standards

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Name	LAST	FIRST	MIDDLE
	Title of Class or Article Location of Class or Article Date(s) Subject of Material for Which Credit is Requested		

How is this information relevant to the professional competency of a CCA?

Hours Spent in Instruction

Hours Claimed

(50 minutes contact time equals one hour of credit or 0.1 credit for published article.)

If you are claiming credit as a contributor, a completed copy of this form MUST be attached to your submission of written document or outline of classroom instruction and a copy of the agenda with times for credit. (These documents may be faxed.)

Signed _____

Date

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