



Center for the Advancement of Jewish Education

Ensuring Our Jewish Future

REQUEST FOR APPROVAL OF IN SCHOOL PROFESSIONAL DEVELOPMENT

To receive credit, please submit this form 30 days in advance for credit of professional growth for in-school workshops and seminars.

It is the responsibility of the individual/school requesting approval to be sure an attendance sheet with printed names and signatures is turned in no later than 7 days after the event.

Submitted by: _____
(Individual's name or school name) Please Print

Title of Session(s) _____

Date(s) _____ Time _____

Instructor(s) Name/Title _____

Instructor's credentials _____

For sessions less than 4 hours, please give a description of what will be covered. For sessions/ courses more than 4 hours, please attach a syllabus or course outline. It is required that an assessment be included as part of the seminar.

NOTE: NO RETROACTIVE CREDIT WILL BE GIVEN

Return to **Greater Miami Board of License, c/o CAJE, 4200 Biscayne Blvd., Miami, FL 33137-3210. For information call: (305) 576.4030.**

FOR OFFICE USE ONLY:

Date received: _____ Approval Yes No

Number hours of credit to be given _____ Initialed _____