

This form should be submitted for each new conference, conference breakout session, seminar presentation and/or lunch and learn offering. Please complete one form for each course being offered.

## Course / Seminar Information

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

This Course is:  A one-time offering     An on-going course     A Distance Learning Course

Number of Learning Hours (LHs)\*: \_\_\_\_\_

**\*Note:** One hour of educational activity (exclusive of breaks) is equivalent to one learning hour.

Course/Seminar Date(s): \_\_\_\_\_

Course/Seminar Location(s): \_\_\_\_\_

Will this course be a Lunch-and-Learn Presentation?    Yes     No

## Course or Seminar Summary

## Course/Seminar Learning Objectives

Each course/seminar must have at least 3 learning objectives related to the Practice of Architecture or Interior Design.

1.	
2.	
3.	
4.	

## Additional Information Required for Review Application

- A copy of the PowerPoint slides that will be used in the presentation.