STATE OF CALIFORNIA

CONTINUING EDUCATION APPROVAL REQUEST APPLICATION

DPR-PML-131 (REV. ~~01/13~~ 2/15)

DEPARTMENT OF PESTICIDE REGULATION
PEST MANAGEMENT AND LICENSING BRANCH
CONTINUING EDUCATION PROGRAM
P.O. BOX 1379
SACRAMENTO, CALIFORNIA 95812
(916) 324-4250
FAX - (916) 324-9006
Web site: www.cdpr.ca.gov/

COURSE I.D. CODE - **DPR USE ONLY**	DATE RECEIVED - **DPR USE ONLY**

A. Course Description

Type or print this application in ink. Complete Section A, B, C, D, F and G. Additional instructions are on the reverse.

COURSE TITLE	*COURSE DATE*
COURSE LOCATION ADDRESS *(City)* *(State)* *(ZIP Code)*	*STARTING TIME*
SPONSOR ☐ *Check if County Agricultural Commissioner*	***Contact Information*** *EMAIL ADDRESS*
CONTACT PERSON	*TELEPHONE NUMBER* ( )
CONTACT PERSON ADDRESS *(City)* *(State)* *(ZIP Code)*	*FAX NUMBER* ( )

B. Course Type - *Check ~~The~~ Appropriate Box(es)*

☐ Conference/Meeting ☐ Online

☐ School/College ☐ Correspondence

C. Course Availability - *Check ~~The~~ Appropriate Box(es)*

☐ Attendance Fee $ _____

☐ Open to the Public

Course Language(s) other than English *(Optional)*:

☐ Spanish ☐ Other _____

D. Hours Requested for Each Category

E. Hours Approved for Each Category

	HOURS REQUESTED	HOURS APPROVED - **DPR USE ONLY**
Pesticide Laws and Regulations (**L**)	☐ Hours	☐ Hours
Aerial Pest Control Equipment and Application Techniques (**A**)	☐ Hours	☐ Hours
Other (**O**)	☐ Hours	☐ Hours

☐ TOTAL NUMBER OF HOURS APPROVED

F. Who is the Targeted Audience?

Estimate Number in Attendance: _____

Pest Control Advisers	_____	Aerial Applicators	_____	Private Applicators	_____
Qualified Applicator (Certificate)	_____	Qualified Applicator (License)	_____	Others	_____

G. Course Agenda - *Submit a comprehensive agenda. The agenda must include the information as specified on the reverse.*

APPLICANT'S SIGNATURE	DATE SIGNED

H. Fees.

The processing fee is $45 and covers all course dates that occur within the calendar year, provided that the identical comprehensive agenda is used for each date. Additional fee information is on the reverse.

I. Notification Status - DPR USE ONLY

☐ Based on the information provided on your Continuing Education Approval Request Application, the course **did not** meet DPR's approval requirements.

☐ Your Continuing Education Approval Request Application is approved.

REVIEWER'S SIGNATURE	DATE SIGNED

ACCOUNTING USE ONLY

CONTINUING EDUCATION APPROVAL REQUEST APPLICATION INSTRUCTIONS

The purpose of continuing education is to ensure license and certificate holders keep their knowledge current in the area of pesticide laws and regulations; provide proper, safe and efficient pesticides use; protect the public health, environment and property; and encourage safe working conditions for those working with or around pesticides. Continuing education course formats may include: College level instruction; professional or technical seminars; demonstrations relating to pesticides or pest management; and field trial tours. Courses must include at least one hour of approved material. *Note: Sales presentations will not be approved.*

Continuing education courses must be approved by the Department of Pesticide Regulation (DPR) before the course date. To obtain course approval, sponsors must **submit the following at least 30 days before the course date**:

1. A Continuing Education Approval Request Application. Applications are available on DPR's Web site at www.cdpr.ca.gov; at all county agricultural commissioner offices; or by request from DPR's Licensing and Certification Program at (916) 324-4250.
2. A course agenda. See **Section G** for what is required in each agenda.
3. $45 processing fee. See **Section H** for fee information.

Submit to:

Cashier, ATTN: CE
Department of Pesticide Regulation
P.O. Box 1379
Sacramento, CA 95812

Sign and date application before submission. You will be notified by DPR if your application is determined to be incomplete or if additional information about the course is needed. Information about approved courses will be posted on DPR's Web site at www.cdpr.ca.gov.

Section A: Course Description. This information is for record keeping and contact purposes and may be posted to DPR's Web site. DPR will send approval status information to the contact person listed on the application.

Section B: Course Type. This information is for record keeping purposes**.**

Section C: Course Availability. This information is for record keeping purposes and may be posted to DPR's Web site.

Section D: Hours Requested for Each Category. Indicate the number of hours you are requesting for each CE category. Total number of hours approved **must be at least one hour**.

Section E: Hours Approved for Each Category. This section is completed by DPR staff. Approval is based on the information submitted in the application and comprehensive agenda.

Section F: Who is the Targeted Audience? Who are you targeting? How many will be in attendance?

Section G: Course Agenda. A comprehensive course agenda must include the following: a description of the course, the title of each session, the main points of each session, the start and end time (or for online and correspondence courses the duration of each session), the CE category requested for each session and the name and affiliation of each speaker.The instruction must focus on pest management and/or pesticides.

Examples of topics in each category include:

Pesticide Laws and Regulations 'L': California and federal pesticide laws and regulations pesticide storage, transportation, and disposal; endangered species; ground water protection; pesticide labeling; licensing and certification requirements for pesticide applicators and pest control advisers; and pesticide registration requirements.

Aerial Pest Control Equipment and Application Techniques 'A': Characteristics, advantages, disadvantages, selection, use, cleanup, and care of aerial application equipment; application techniques; drift reduction; calibration of liquid and dry systems; dispersal equipment; swath marking; and flight patterns.

Other Pesticide or Pest Management Topics 'O': Pest identification; crop ecosystems; pest life histories; economic thresholds; cultural practices; biological control; plant and animal management systems; chemical control; and other components of pest management systems.

Section H: Fees. Enclose a check, money order, or credit card payment (must include original signature on Visa/Master Card Transaction form, DPR-105, available on DPR's Web site at www.cdpr.ca.gov, payable to "Cashier, Department of Pesticide Regulation." The processing fee is $45. The fee covers all additional presentations within the calendar year with the same agenda. **Fees are non-transferable and non-refundable. Applications submitted without the $45 processing fee will be discarded.** Mail to: Cashier, Attn: CE, Department of Pesticide Regulation, P.O. Box 1379, Sacramento, CA 95812.

Section I: Notification Status. This section will be completed by DPR staff, before it is returned to you.

For assistance completing this form, please call the Continuing Education Accreditation Program at (916) 324-4250.