

## Accreditation Application for Educational Programs

### Title of Program

#### Seminar/Course Sponsor

PHTA Region (Specify Region Number)

PHTA Member (Specify Member Number)

PHTA Chapter (Specify Chapter)

Other Organization (specify)

#### Date of Application

#### Number of Instructional Hours

(do not include meals/breaks)

#### Date of Program

#### Location of Program

## PAYMENT

Effective January 31, 2018: PHTA will be charging a \$200 fee for non-members and \$100 for members, per applying accreditation application form submitted for review. An application form should be submitted per individual course or seminar. Please complete and send application and supporting materials at the time of application. Once the course has been reviewed an email will be sent to notify you of approval or disapproval. Expect two weeks for the review to be completed. Payment will not be processed until approval is granted. At the time of approval, you will receive a certificate of completion to be given to program attendees.

**Accreditation Application Fee - \$200 Non-Member**

**Accreditation Application Fee - \$100 Member**

Check Enclosed (made out to PHTA)

Charge to:  VISA  MasterCard  American Express  Discover

Card Number

Exp. Date

Security Code

Name on Card (PRINT)

Signature

Seminar/Course Contact Person's Name

Contact Person's Company

Contact Person's Address

City, State, Zip

Contact Person's Phone Number

Contact Person's Email Address

Instructor's Name

Instructor's Company

Instructor's Phone Number

Instructor's Email Address

### From this program, participants will learn how to:

- (1)
- (2)
- (3)

### Content outline of program

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>(1)             <ol style="list-style-type: none"> <li>a.</li> <li>b.</li> <li>c.</li> </ol> </li> </ol> | <ol style="list-style-type: none"> <li>(2)             <ol style="list-style-type: none"> <li>a.</li> <li>b.</li> <li>c.</li> </ol> </li> </ol> |
|---|---|

### Please attach the following materials for review.

- A brochure, flyer, or other promotional literature  
 The Instructor's lesson plan

### Course materials you plan to use

- Course book  Worksheets  Handouts  
 Slides  Audio/Video  Tests

**PHTA University**

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