

SD Electrical Commission
308 S Pierre St
Pierre, SD 57501
1.800.233.7765
605.773.3573
Fax 605.773.6213

Continuing Education Application

Course/Sponsor Information

Sponsored by: _____

Sponsor's Contact Name: _____ Phone #: _____

Sponsor's Address: _____
(Street) (City) (State & Zip)

Email Address: _____

Course Title: _____

Course Date: _____ Course Time: _____

Code hours: _____ Non-code hours: _____ Total hours: _____

Course Location: _____

Is this course approved in any other state? _____ What States? _____

- Submit a comprehensive, detailed outline of the subject matter together with the time sequence of each segment, faculty for each segment, and teaching technique proposed to be used in each segment.

- Submit a complete description or copies of all materials to be distributed to the participants.

- Submit a copy of certificate being used. In-State Courses will be provided a signup sheet to be sent to the Commission after completion of course. *(The coordinator or instructor of each course shall provide an individual certificate of attendance to each license holder who attends 90 percent or more of the classroom hours. A certificate of attendance may not be issued to a license holder who is absent more than 10 percent of the classroom hours. The certificate must contain the license holder's name, SD license number, course title, date, location of course, number of credit hours, whether it is a preapproved course, and signature of coordinator or instructor).*

Instructor Information

Instructor's Name: _____ Phone#: _____

Email Address: _____

Instructor's Address: _____

City: _____ State: _____ Zip _____

Describe professional education background including practical or teaching experience. A complete resume may be furnished. (attach additional information or materials as needed)

Names & addresses of additional instructors other than persons listed above.

Signature of Applicant

(for office use only)

Approved

Code: _____

Non-code: _____

Disapproved

Reason: _____

JJ Linn, Executive Director

Date