



APPLICATION FOR WORKSHOP APPROVAL

In order to qualify for approval by the Board, a workshop must meet the following criteria:

1. It must be of intrinsic value to experienced document examiners.
2. It must be at least ½ day (minimum 3½ hrs.) duration.
3. There must be some participation by the attendees.
4. There must be at least 5 participating document examiners.
5. The instructor(s) must be eminently qualified in the field covered by the workshop.
6. The designated coordinator agrees to provide to the Board a list of participants or other verification of attendance.

Please provide an outline and a syllabus of the workshop and the following information (use separate sheet of paper as necessary):

TITLE OF WORKSHOP: _____

NAME(S) OF INSTRUCTOR(S) (Include telephone number(s):

SUMMARY OF INSTRUCTOR'S QUALIFICATIONS:

OBJECTIVE(S) OF WORKSHOP:

DURATION OF WORKSHOP (inclusive dates and number of half day sessions):

MINIMUM NUMBER OF PARTICIPANTS:

LOCATION OF WORKSHOP:

SPONSORING ORGANIZATION:

COORDINATOR (Include telephone number):

To obtain Board approval prior to the workshop, applications must be received by the ABFDE Chairman of the Continuing Education Committee at least three (3) months prior to commencement of the workshop.