



CLOCK HOUR REQUEST FORM For ASCD Online Courses

ASCD Online Professional Development

Your Name: _____

Position: _____

School/District/University: _____

Address: _____

City, State, Zip: _____

Phone: _____

E-mail: _____

- Directions:
1. Complete this form and attach the original or copy of your paid registration receipt and a copy of the Certificate of Completion and return to: Carrie Lam; 1220 269th Ct SE; Sammamish, WA 98075.
 2. Fill out the Evaluation Form (attached to this Request) for the Course.
 2. Please attach a check for \$2 per clock hour with the request.
 3. A Clock Hour Form will be mailed to your address (above) upon receipt of this request.

First Day of Course:	Last Day of Course:
Title of Online Course:	
Presenter(s):	

TOTAL HOURS REQUESTED: _____ HOURS **(May not exceed 20 hours)**



I, _____, affirm that I earned ____ clock hours for participation in this online course. I am not applying for college/university credit for this event. Also,

I, _____, declare under penalty of perjury under the laws of Washington that the foregoing is true and correct. The intentional misrepresentation of a material fact in this form subjects the holder to revocation of his/her certificate pursuant to Chapter 180-85 WAC.

Signature _____ Date _____

PAYMENT INFORMATION:

Check (Payable to WSASCD)

VISA MASTERCARD Name on Card _____

Card Number _____ Expiration Date _____ CVC # (back) _____

ASCD PD Online



EVALUATION FORM

Your Name:

Title of Online Course:

Presenter(s):

Please rate the following from 1 (low) to 5 (high):

A. Please rate the session for content, knowledge, and information gained.

1 2 3 4 5

B. Rate the usefulness of the workshop.

1 2 3 4 5

C. Rate the application and relevance of this to your daily efforts to improve student learning.

1 2 3 4 5

D. Rate the preparation and knowledge of the presenters.

1 2 3 4 5

E. Rate the presenters' response to needs of the audience.

1 2 3 4 5

F. Rate the skills with which the topic was presented.

1 2 3 4 5

Comments: