



South Carolina Occupational Therapy Association (SCOTA) Continuing Education Approval and Certification application

Applications must be received 30 days prior to event date. However, if an application is submitted less than 30 days prior to the event date, an additional \$50.00 will have to be submitted to expedite the application.

Thank you.

Applicant's Name: _____

Organization's Name: _____

Address: _____

Phone: _____ FAX: _____

Email: _____

Course Name: _____

Faculty Name(s) _____

Location: _____

Date(s): _____

Length of Course(s) and/or session(s): _____

Course Objectives (please be brief): _____

Please attach description of course.

Please attach resume for each presenter.

Please attach course evaluation form to be used for each course

Fee Schedule for Approved Courses:

Approval of CE Courses ONLY: \$ 95 per course

Expedited Approval of CE Courses (application received 30 days or less of event): \$145

Approval AND website advertisement: \$ 145 per course (add \$50 if expedited)

Advertising Non-Approved Courses: Website advertising only: \$ 120 per course

- -You may e-mail this form and corresponding documents to adminscota@gmail.com if you paid online

- Otherwise, Mail form, other requested information and payment (check should be made out to SCOTA) to:

SCOTA

PO Box 80994

Charleston SC 29416

For Questions: E-Mail: adminscota@gmail.com

***SCOTA will not grant Approval and/or certification if all information is not completed and included with this application. **SCOTA reserves the right to approve or disapprove any application based on professional judgment, the mission, by-laws and policies of SCOTA, the rules and regulations of SCBOT, the Occupational Therapy Practice Act(s) and the Occupational Therapy code of Ethics.**