## **New Training Course Approval**

Date .	
Course name	
Trainer name -	
Email address	
Phone number	
Course area of t	
	or Recovery services  ntinuing Education hours
When submitting a new course/class for DPS approval, you must provide the course content. Course content can be PowerPoints or slides, manuals, workbooks, or other documentation providing detailed information about the content to be covered in the course/class.	
If there is a hand	ds-on section of the training, a detailed description of the hand-on portion must be included.
You will be notif	ied by email after DPS has reviewed the material and has either approved or disapproved the course.
For DPS Use Only	
For DPS use only	au:
Date request rec	EIVED: DATE APPROVED: COURSE NUMBER:
DPS Representative	