

# Young Audiences, Woodruff Arts Center

Professional Learning Program  
Application for Professional Learning Unit Credit  
Prior Approval Form

Participant's Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

School System: \_\_\_\_\_

Certification Type: \_\_\_\_\_ Position: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Teacher ID #: \_\_\_\_\_

Name of Course: \_\_\_\_\_

**Check the categories for which this PLU credit applies:**

- |  |  |
|--|--|
| <input type="checkbox"/> Field(s) of Certification   | <input type="checkbox"/> School/System/Individual Improvement Plan |
| <input type="checkbox"/> Annual Personnel Evaluation | <input type="checkbox"/> State/Federal Requirements                |

Description of Course:

Location of Course: \_\_\_\_\_

Dates of Course: \_\_\_\_\_

I hereby approve this person's participation in the above named Professional Learning Unit Credit Program. I further certify that the goals and objectives of this course are consistent with the goals and improvement objectives of this school system.

\_\_\_\_\_  
**System Superintendent or  
Professional Learning Coordinator**

\_\_\_\_\_  
**Date of Approval**

I'm not employed in a public or private school.

\_\_\_\_\_  
**Signature of Participant**

\_\_\_\_\_  
**Date of Approval**

# Young Audiences, Woodruff Arts Center

## Professional learning Unit (PLU) Course Completion Form

*To document satisfactory completion of PLU courses*

### Participant Information

Name: \_\_\_\_\_ Teacher ID# \_\_\_\_\_

Employing System: \_\_\_\_\_

School/Worksite: \_\_\_\_\_

### Course Information:

Course Title: \_\_\_\_\_

Date of Completion of all course requirements

Including assessment: ..... \_\_\_\_\_

Total Contact Hours of the Course: ..... \_\_\_\_\_

Number of PLU Credits: ..... \_\_\_\_\_

### Check the categories for which this PLU credit applies:

- |  |  |
|--|--|
| <input type="checkbox"/> Field(s) of Certification   | <input type="checkbox"/> School/System/Individual Improvement Plan |
| <input type="checkbox"/> Annual Personnel Evaluation | <input type="checkbox"/> State/Federal Requirements                |

### Training Agency Information:

Agency Name: Young Audiences, Woodruff Arts Center

Contact Person: Susan McQuade, Ed.S., Director Phone: (404) 733-5328

### Verifications:

#### Option I: Mastery Verification

Prepared Phase/Contact Hours Completed

\_\_\_\_\_  
*Instructor's Signature*

\_\_\_\_\_  
*Date*

#### Option II: On-The-Job Assessment

\_\_\_\_\_  
*Observer's Signature*

\_\_\_\_\_  
*Date Assessment Completed*

*Form Updated December 22, 2010*