NYSSPE PIE Sponsor Org #: SM000002

**#\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(For Institute use only)

**Program/Course Submittal Form**

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| Course/Activity Name: |       |
| Name(s) of Presenter(s): |       |
| Presenter(s) email(s): |       |
|  |  |  |  |  |
| Chapter: | Monroe Professional Engineers Society |  | Phone: | 585-236-6551 |
| Contact: | David C. Roberts, P.E. |  | Fax:  | N/A |
| Address: | Kinetic Machine Development, LLC, 17 Linden Park, Rochester, NY 14625 |
| Email: | dcrobertspe@gmail.com |  |  |  |

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| --- | --- | --- | --- |
|  | **Date & Place** course/activity scheduled: | ***April 25, 2023,*** *Joseph A Floreano Rochester Riverside Convention Center, 123 E. Main St, Rochester, NY 14604* |  |
|  | Brief Subject Description (10-25 words): |      |  |
|  |       |  |
|  | Primary Target Audience: |       |  |
|  | Course/Activity Objective: |       |  |
|  |       |  |

**Required Supporting Material** (Must be received a minimum of 2 weeks prior to presentation for evaluation by NYSSPE)

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| **[ ]**  | A resume or bio is attached for each speaker (to demonstrate the speaker’s qualifications to speak on the topic). |
| **[ ]**  | A sufficiently detailed course outline with contact time is attached to demonstrate the appropriateness of the material. |
| **[ ]**  | A copy of the presentation slides and/or hand-outs or other course materials is attached.  |
| **[ ]**  | Assessment of learning (i.e. test, Q & A session, course evaluation form,)  |
| **1.0** | Professional development hours of continuing education credit (PDH) requested. |

*Note: The minimum credit allowed for any training shall be 1.0 PDH. Fractional PDHs are allowed if the training activity is greater than 1.0. To obtain an hour’s credit, at least 50 minutes must be instruction. Breaks and administrative time are to be deducted. Sufficient schedule information must be provided in the outline to allow for evaluation of actual instructional contact time.*

This should be a TECHNICAL seminar, NOT a sales pitch. The company logo can be on the first two slides and the last two slides. Learning assessment questions must be included in the presentation before submitting it. There MUST be at least 50-60 minutes of technical content.

This application is for accreditation to satisfy mandatory Continuing Education requirements for the following design professionals licensed in NYS: (Check all that apply)

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| **[ ]**  | **Professional Engineering**  |  | **[ ]**  | **Land Surveying**  |  | **[ ]**  | **Architecture** |  | **[ ]**  | **Landscape Architects** |

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| --- | --- | --- | --- | --- |
| Signature: |       |  | Date: |       |

**Cost of Course Evaluation to be covered by Symposium Committee / Monroe Chapter of NYSSPE**