



CEU Approval: ORPS _____ OSU _____

OKLAHOMA RECREATION AND PARKS SOCIETY PROFESSIONAL DEVELOPMENT FORM STATE CONFERENCE

SPEAKER INFORMATION

Name: _____ Date: _____
Organization: _____ Title: _____
Street: _____
City: _____ State: _____ Zip: _____
Day Phone: _____ Night Phone: _____
Fax: _____ E-mail: _____

SESSION INFORMATION

Title of Session: _____
Day and Time Requested: _____
Has the Speaker Presented this Previously? YES _____ NO _____
If So, Where & When? _____
How Long is this Session? 1 Hour _____ 2 Hours _____ 3 Hours _____ Other _____
If Other, Explain:

Session Description:

TARGET PROGRAM AUDIENCES

Administrators _____ Programmers _____ Maintenance _____ Staff _____ Sports _____
Supervisors _____ Cultural Arts _____ Parks _____ Aquatics _____
Therapeutic Recreation _____ Citizen Boards _____ Aging _____

CEU INFORMATION

To be eligible for CEU's this MUST be completed and three measurable learning outcomes listed. Participant will . . .

- 1 _____
- 2 _____
- 3 _____

AUDIO VISUAL NEEDS* (Check All That Apply)

TV/DVD: _____ Screen: _____ Flip Chart: _____ Other: _____

*Speakers using power point presentations must supply their own laptop and projector due to program/ computer compatibility.

SPEAKER BIOGRAPHY and QUALIFICATIONS (Qualifications MUST Include Information Regarding Session Topic)

Speaker Biography & Qualifications:

SPEAKER EXPENSES

Any financial commitments for expenses related to speaker fees for stipends or travel MUST be approved PRIOR to proposal acceptance. Please contact the Executive Director for information. ORPS Members are not reimbursed for speaking at ORPS programs.

ORPS CONTACT INFORMATION

Name: _____

Day Phone: _____ Cell Phone: _____

Fax: _____ E-mail: _____

This form must be completed and sent to the Conference Coordinator by JUNE 1. Conference Coordinator must submit completed form to Professional Development Chairperson by JULY 1. Final CEU approval will be reviewed by Oklahoma State University. Any changes may effect CEU approval. Therefore, please submit your changes in a timely manner.