



Training Approval Application- DUE 30 DAYS PRIOR TO EVENT

Please Print or Type Clearly

Title of Training: _____

Dates of Training: _____

Will this training be offered throughout the year multiple times? Yes No

Location of Training: _____

Name and Credentials of Presenter(s)/Organizer(s): _____

Type of Training (workshop, conference, etc.): _____

Number of Contact Hours Requested (not including breaks and meals): _____

Cost per person (if applicable): _____ Number of Sessions: _____

Sponsoring Organization: _____

Contact Person: _____

Address: _____

Email: _____ Phone: _____ Fax: _____

Attachments that must accompany your application

- Brief summary of training event(s). Include goals and learning objectives of session(s).
- Event outline and training agenda.
- Resume/Bio of all Presenter(s)
- Training Approval Fee – *Your application will not be reviewed until payment has been received*

Signature: _____ Date: _____

Fee Schedule:

Trainings without registration fees:

\$25 per course or:
 3-5 trainings per year \$75
 6-10 trainings per year \$150
 11-15 trainings per year \$200
 16-20 trainings per year \$250
 21 trainings or above at a contracted rate

Trainings with registration fees:

\$35 per course (6 or fewer) or:
 7-10 trainings per year \$250
 11-15 trainings per year \$300
 16-20 trainings per year \$350
 21-40 training institute \$400
 41 trainings or above at a contracted rate

Conference Fee – \$100 per day
 College Course – \$100 / 45 hour max

Questions? Please email support@asapnys.org
 date of this application form: September 2018

Thank you for your commitment to Peer Recovery!

New York Certification Board

A Project of Alcoholism and Substance Abuse Providers of New York State, Inc.
 11 N. Pearl Street, Suite 801, Albany, NY 12207
<http://www.asapnys.org/ny-certification-board/>