



WEDA Education Commission is implementing a short course application process to facilitate the course offering planning and scheduling process and continue to grow and meet our organization's education mission. In addition to implementing a formal application process, a course honorarium (minimum) or split net revenue (maximum) pay will be provided to the course lead instructor (or split between lead instructors). ***Complete the application and return to Staci Goetz at sgoetz@eaest.com by September 30, 2024.*** The committee anticipates selecting courses by early October and finalizing course schedules by early November.

1. Proposed Short Course Title:
2. Please provide a brief short course description (250 words or less):
3. Proposed target audience(s) (e.g. entry/mid-level contractors, entry/mid-level consultants, regulators, all levels, etc.).
4. Proposed course instructor(s) (Attach resumes/CVs):
5. Anticipated number of professional development hours to be awarded for course completion:
6. Will your course have a maximum attendee limit due to demonstrations or resources required?



7. Please select the desired course block(s). All day courses will have lunch provided. Please select your first choice in the first table, and second choice in the second table.

Date (2025)	FIRST CHOICE: Course Block Offering		
Sunday, June 22		☐ PM	
Monday, June 23	☐ AM	☐ PM	☐ All Day
Tuesday, June 24	☐ AM	☐ PM	☐ All Day
Wednesday, June 25	☐ AM	☐ PM	☐ All Day
Thursday, June 26	☐ AM	☐ PM	☐ All Day
Friday, June 27		☐ PM	

Date (2025)	SECOND CHOICE: Course Block Offering		
Sunday, June 22		☐ PM	
Monday, June 23	☐ AM	☐ PM	☐ All Day
Tuesday, June 24	☐ AM	☐ PM	☐ All Day
Wednesday, June 25	☐ AM	☐ PM	☐ All Day
Thursday, June 26	☐ AM	☐ PM	☐ All Day
Friday, June 27		☐ PM	

8. Has this course been offered by WEDA previously? If so, when?

9. Has this course been taught elsewhere? If so, when/where?

10. Please provide any other information that you think the committee should know (i.e., special resource needs beyond a projector and a laptop).