

## Meeting CE Approval Form

### AOC CE Application form 2021

Send courses or symposia that you would like to have reviewed for AOC CE hours to Mary De Young Smith, CO Chair of AOC Continuing Education Committee:

[marys@cecmich.com](mailto:marys@cecmich.com)

### INSTRUCTIONS:

Please submit a copy of the scientific program that you wish to have the CE Committee review for continuing education credit. Information should include:

1] Title of Program:

2] Program Dates and Location:

3] Name and address of Sponsoring organization:

4] Name and address [include e-mail when possible] of the Course coordinator:

5] Course description if not obvious from the title

6] List the speaker of each talk or scientific session;

- a short biographical sketch is required of all speakers other than ophthalmologists or certified orthoptists; data to include name, title, degree/certification or professional expertise [ie pharmacist, ophthalmic photographer, geneticist]

7] List the # of core & non-core CE hours requested for each talk or scientific session  
- list start/end times of each talk, panel discussion or question/answer period

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The American Orthoptic Council assigns credits on a 1:1 basis in CORE and NON-CORE content areas. To expedite your application please indicate the number of core and non-core credit hours you wish to obtain for each talk as well as a total number for the entire program. [See following *guidelines*]

Feel free to contact the home office or CE committee chairperson if you have any questions regarding this application process.

**Application Fee:** \$30 per credit hour, check payable to AOC and mailed to the home office (see address below)

**Submit application to:**

Mary De Young Smith ( [marys@cecmich.com](mailto:marys@cecmich.com) )

Include information 1-7 as described on the front page of instructions.

**Questions? Contact:**

AOC Home Office

[aoc.beckie@yahoo.com](mailto:aoc.beckie@yahoo.com) or [lwfrance@gmail.com](mailto:lwfrance@gmail.com)

3914 Nakoma Road

Madison, WI 53711 or: 608 233-5383

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For information regarding CORE and Non-Core topics for AOC CE hours refer to [CE Guidelines](#)