

**International Society of Arboriculture Texas, ISAT**  
**Continuing Education Unit (CEU) Approval Request Form**

- Submit an outline, agenda, or detailed description of the event with this form. Requests received without supporting documentation will not be approved.
- Seminar/Workshop: include a copy of the program
- College Courses: include a copy of your official transcript
- Safety Meetings/Trainings: include an outline of the topics covered and/or handouts • CPR/ First Aid Course: include a copy of the cards, front and back
- Complete all sections of this form and email to: [misti.lanehawaii@yahoo.com](mailto:misti.lanehawaii@yahoo.com)
- If you have any questions please call Misti at (512) 965-1076 or go to [www.ISATexas.com](http://www.ISATexas.com)

Type of Event:

Safety Meeting/Training                      Conference/Workshop/ Symposia

Online Course                                  Other                      Webinar

Date of Event: \_\_\_\_\_

City, State of Event: \_\_\_\_\_

Total Seat Time of Event (does not include breaks or lunch):

\_\_\_\_\_

Name of Applicant (print clearly): \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

After all signatures have been secured, copy the CEU sign-in sheets for your records. As the course/session or planner, you are required to retain the copies for four (4) years and are responsible for questions regarding attendance and/or program documentation. Do NOT send CEU sign-in sheets to the Texas Chapter. The original CEU sign-in sheets should be sent directly to the ISA Certification Department at PO Box 3129, Champaign IL 61826-3129.