

Forensic Science Commission Continuing Forensic Education
("CFE") Activity Sponsor Application

This form is for use by entities requesting credit approval of a Continuing Forensic Education activity.

Sponsoring organization or laboratory: _____

Contact name: _____ Phone Number: _____

Mailing address: _____

Email address: _____

Title of activity: _____

Location of activity: _____

Type of activity (check all that apply):

Live presentation (including in-house laboratory sponsored education/lectures/panel discussions)

Recorded/Webcast presentation

Written materials

Criteria for forensic education activity (check all that apply; must have at least one of the following boxes checked). The type of forensic education activity my organization is sponsoring covers:

Forensic skills and techniques

Forensic ethics and/or forensic professional responsibility

Training on forensic equipment

Statistics for forensic application

General forensic practice

Other (please specify here) _____

CFE Credit Hours: Calculation of CFE credit hours is based upon actual instruction time, rounded to the nearest one-quarter (.25) hour.

Total Minutes of Instruction: _____

Total Participatory Hours: _____
(total minutes divided by 60, include discipline specific hours in this total)

Total Discipline-Specific Hours: _____
(total hours dedicated to one specific forensic discipline)

Which forensic discipline(s), if discipline-specific hours: _____

Required Attachments: Attach an outline, agenda and/or brochure or link to the meeting announcement or materials for the activity that describes:

1. The overall objective and purpose of the program;
2. The content and subject matter of each lecture and/or session;
3. Names and qualifications of each speaker and presenter;
4. A timed outline or agenda which identifies the instructional time devoted to each lecture or session. The agenda should identify beginning and ending times for the program as well as scheduled breaks, lunches, opening/closing remarks and Q&A sessions.

Authorized Signature

Date

Completed forms must be emailed to licensing@fsc.texas.gov for consideration and approval.