

Professional Learning Program  
Application for Professional Learning Unit Credit (PLU)  
Prior Approval Form

Return to: Courtney Bentley  
Georgia College  
**CBX 040, Milledgeville, GA 31061**  
Fax: 478-445-6271 or Email: courtney.bentley@gcsu.edu

Participant's Name: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
City, State, & Zip \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Phone Numbers: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_  
School System: \_\_\_\_\_  
Certification Type: \_\_\_\_\_ Position: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Last 4#s SS: \_\_\_\_\_

**Check the categories for which this PLU credit applies:**

- |  |  |
|--|--|
| <input type="checkbox"/> Field(s) of Certification   | <input type="checkbox"/> School/System/Individual Improvement Plan |
| <input type="checkbox"/> Annual Personnel Evaluation | <input type="checkbox"/> State/Federal Requirements                |

Location and date of course: Home Study

Title of Course:  
\_\_\_\_\_

I hereby approve this person's participation in the above named Professional Learning Unit Credit Program. I further certify that the goals and objectives of this course are consistent with the goals and improvement objectives of this school system.

\_\_\_\_\_  
**System Superintendent or School's  
Professional Learning Coordinator**

\_\_\_\_\_  
**Date of Approval**

**OR**

I'm not employed in a public or private school.

\_\_\_\_\_  
**Signature of Participant**

\_\_\_\_\_  
**Date**

**INFORMATION**

Once the completed Prior Approval form is returned, please contact our friendly registration staff to confirm your registration via payment over the phone. If you prefer to send a check, your courses will be ordered when it is received. You will receive an email from the vendor VESI with your instructions on accessing the course. Please check your trash folder in case the email goes there.

Thank you for choosing Georgia College for your continuing education needs. Please feel free to call me at 478-445-5277 if you have further questions.

Courtney Bentley  
Program Coordinator