



Louisiana Physical Therapy Board

Application must be typed/filled in. Handwritten applications will be returned.

Attendee Course or Activity Prior Approval Application

We are including this cover page to assist you in completing the attached application. This application is based on mandatory continuing education requirements for licensed Louisiana PTs & PTAs as specified in the rules of the Louisiana Physical Therapy Board (LPTB), §194. Biennial Requirements and §195. Content Criteria.

Documentation: The following items must be attached to the application. Failure to include documentation will result in the application being delayed or rejected.

Please check off the following documents to be sure they are included with the application.

- Course Objectives
Presenter(s) C.V.s, or Resume. Please limit Presenter Qualifications to 2 pages.
Course or activity scheduling, including all scheduled breaks (Used to calculate contact hours).

If a brochure is available, please provide a copy. Other supporting documentation may also be submitted. If all information is not included, your application will not be processed.

Section 1. Licensee must complete this section:

Form with fields for Licensee Name, License No., Mailing Address, Apt., City, State, ZIP, Cell, and Email Address.

Section 2. Course Sponsor Information:

Form with fields for Sponsor Name, Mailing Address, City, State, and ZIP.

Section 3. Course or Activity Information:

Form with fields for Title of Program, Type of Course, Approval Year, Instructional Level, Proposed Continuing Education Units, Where was course held?, Date(s) of Program, Presenter, Instructional Methods, and Course Objectives.

Section 4. Fee

Required payment by check or money order payable to: Louisiana Physical Therapy Board, 104 Fairlane Drive, Lafayette, LA 70507. Review Charge: \$20.00