

Continuing Education Program – Approval Request

Form 50-769

CE Program Title _____

Date of Program _____

GENERAL INFORMATION: This form is used to request approval by the Comptroller's office for continuing education programs required for property tax professionals registered with the Texas Department of Licensing and Regulation (TDLR) (Occupations Code Section 1151.1015).

FILING INSTRUCTIONS: This form and a timed agenda must be submitted a minimum of 30 calendar days prior to the date of the course offering to the Comptroller's Property Tax Assistance Division (PTAD) at PTPCE@cpa.texas.gov.

Refer to PTAD's *Guidelines for Educational Approval* for detailed information regarding continuing education program submission requirements.

SECTION 1: Continuing Education Provider Information

Provider Name _____

TDLR Provider Number _____

Provider Contact Name _____

Contact Phone Number (area code and number) _____

Contact Email Address _____

SECTION 2: Continuing Education Program Information

Provide the requested information regarding the continuing education program for which approval is sought. **Continuing education program approvals are valid for one year.**

Is this request for renewal of previously approved program? Yes No

Course Type: Classroom _____ Online Webinar
Location _____

Select the qualifying topic(s) that apply to this program and state the number of continuing education credit hours requested.

			For Comptroller Use Only
<input type="checkbox"/> Appraisal Standards and Methodology	_____ CEs requested		_____ CEs approved
<input type="checkbox"/> Customer Service	_____ CEs requested		_____ CEs approved
<input type="checkbox"/> Ethics – Chief Appraiser	_____ CEs requested		_____ CEs approved
<input type="checkbox"/> Ethics – General	_____ CEs requested		_____ CEs approved
<input type="checkbox"/> Laws and Rules	_____ CEs requested		_____ CEs approved
<input type="checkbox"/> State – Required Laws and Rules Update	_____ CEs requested		_____ CEs approved
<input type="checkbox"/> Tax Assessment and Collection Practices	_____ CEs requested		_____ CEs approved
<input type="checkbox"/> Uniform Standards of Professional Appraisal Practice	_____ CEs requested		_____ CEs approved

SECTION 3: Approval – Comptroller Use Only

This program is approved for a total of _____ continuing education hours.

sign here ➔

PTAD Staff _____

Date _____