Thank you for your interest in offering a continuing education workshop at AASP’s 34th Annual Conference, October 23-26, 2019 in Portland, Oregon.

Continuing Education Workshops at the AASP Annual Conference are designed to provide in-depth educational experiences on a variety of topics relevant to applied sport psychology. Workshops must plan for audience interaction and involvement. They may be structured as a 3-hour or 6-hour program in one or more of the following:

Priority will be given to submissions that cover one of the required areas for CMPC recertification:

* Professional Ethics
* Diversity
* Mentorship/Supervision

Submissions in other CMPC Knowledge Areas will also be considered:

* K1: Professional Ethics and Standards
* K2: Sport Psychology
* K3: Sport Science
* K4: Psychopathology
* K5: Helping Relationships
* K6: Statistics and Research Methods
* K7: Psychological Foundations of Behavior
* K8: Diversity & Culture

Workshops will take place on Tuesday evening, October 22, Wednesday morning, October 23, and/or Thursday evening, October 24. Workshops will be scheduled at the discretion of the Conference Planning Committee.

If a workshop has less than ten registrants 30 days prior to the conference, it may be canceled at the discretion of AASP.

**Application deadline is Tuesday, March 5, 2019. Please read the guidelines, complete the form, and send completed application to Bart Lerner, AASP’s Continuing Education Committee Chair, at blerner@westcoastuniversity.edu.**

## REVIEW

The Continuing Education Committee will review the application and make a recommendation to the Conference Planning Committee. Notifications will be sent by June 1.

## PRESENTER RESPONSIBILITIES

The organizing presenter must be a member of AASP.

1. Design specific content for the activity.
2. Develop appropriate activity materials.
3. Design handout materials for participants.
4. Conduct activity.
5. Notify AASP’s Continuing Education Chair of any changes in presenter contact information.
6. Disseminate and collect evaluations.

### MERCHANDISING OF MATERIALS

CMPC Continuing Education Activities are designed to educate participants on a variety of topics related to applied sport psychology. In keeping with this focus, we encourage you to provide a bibliography of relevant resources for participants. However, it is inappropriate to engage in merchandising of specific texts and materials and we ask that you refrain from doing so.

### DIVERSITY

AASP is committed to the promotion and understanding of diversity within our field. Continuing Education Activities should reflect this spirit. Please contact the chair of AASP’s Diversity Committee if you have questions about how to integrate diversity issues into your activity.

**SECTION 1: TITLE AND LENGTH**

**Workshop Title:**

**Workshop Length:** **[ ]  3 hours** **[ ]  6 hours**

**SECTION 2: PRESENTERS**

**Presenters:**

**1. Name:**       Highest Degree:

Affiliation:

Phone:

E-Mail:

**2. Name:**       Highest Degree:

Affiliation:

Phone:

E-Mail:

**3. Name:**       Highest Degree:

Affiliation:

Phone:

E-Mail:

**SECTION 3: CATEGORIES AND KNOWLEDGE AREAS**

**Check all that apply for this activity:**

**CMPC Required Recertification Areas**

[ ]  Professional Ethics

[ ]  Diversity

[ ]  Supervision/Mentorship

**CMPC Knowledge Areas**

[ ]  K1: Professional Ethics and Standards

[ ]  K2: Sport Psychology

[ ]  K3: Sport Science

[ ]  K4: Psychopathology

[ ]  K5: Helping Relationships

[ ]  K6: Statistics and Research Methods

[ ]  K7: Psychological Foundations of Behavior

[ ]  K8: Diversity & Culture

**SECTION 4: WORKSHOP DETAILS**

**A. Abstract:** Please provide an overview of the proposed activity (e.g., target audience, objectives, content, methods, etc.) in 200 words or less.

**B. List of Learning Objectives:** Please enumerate a minimum of four (4) MAIN learning objectives of the activity, with specific attention to how they relate to applied sport psychology and the knowledge areas selected above.

**C. Program Agenda:** Please provide an agenda describing activity methods and learning activities for the duration of the program, including approximate time frames. This may also be provided as an attachment to the completed application.

**D. Integration:** Please describe in a few paragraphs how the activity content and methods will enable participants to achieve the learning objectives and relate to the chosen knowledge areas.

**E. Justification:** Please describe in a few paragraphs how the program will benefit the attendees and why the program is relevant at this time.

**F. Presenter Bios**. Include a brief summary of professional experience for all presenters, especially that which is pertinent to the proposed program (e.g., previous continuing education activities conducted). This may also be provided as an attachment to the completed application. (Bios should be limited to 300 words or less.)

**SECTION 5: CONFLICT OF INTEREST AGREEMENT**

All submitters are required to check the box below indicating that they have read, understand and abide by the Conflict of Interest (COI) terms. All conflicts should be disclosed in the space provided at the bottom of the form.

I affirm that, to the best of my knowledge, neither I, nor any of my co-presenters or affiliates (hereinafter defined) have any financial or other personal interest, direct or indirect, that is incompatible with the proper discharge of my fiduciary duties as a presenter of this Continuing Education Activity or would tend to impair my independence, judgment or action in performance of my duties as Presenter, except as described below. I further affirm that, to the best of my knowledge, neither I nor any of my affiliates, is an officer or managing agent of any municipal, state, federal, or private granting or contracting entity that provides or receives funds or other benefits to or from ASSOCIATION FOR APPLIED SPORT PSYCHOLOGY OR THE CMPC PROGRAM, except as described below. As used herein, I understand the term “affiliate” to mean any relative, business or professional partner or associate, or other person or entity (including without limitation any corporation or partnership in which I have a personal or financial interest) with whom I have any significant relationship.

[ ]  **By checking this box, the submitter acknowledges that all presenters have read, understand, and will abide by the terms outlined in this Conflict of Interest statement.**

Description of actual or potential conflict (Applicable/Not Applicable):

**Application Submission**

**Deadline: Tuesday, March 5, 2019**

Carefully review your activity proposal for completeness. Proposals that are more detailed and follow the above guidelines are more likely to be reviewed favorably. Activity proposals will be evaluated by the AASP Continuing Education Committee according to the following criteria:

 1. **Timeliness and relevance of topic**.

 2. **Completeness and quality of proposed program**.

 3. **Need for and interest in the topic.**

 4. **Qualifications/Expertise of the presenter(s)**.

Workshop submitters will receive notification via email by June 1.

Please email your completed application to Bart Lerner, Continuing Education Committee Chair, at blerner@westcoastuniversity.edu.