



# The Practicing Institute of Engineering, Inc.

## Course Evaluation Record

Course/Activity Name:

#

Training Provider:

Contact:

Address:

Evaluation Criteria Met (Check Box if requirement is satisfied)

- Course or activity has a clear purpose, objective and scope
- Course or activity type is consistent with PIE Procedure Manual Section 4.1
- Instructor qualifications met
- Duration of contact time of course or activity can be determined
- Course or activity material is sufficient in content and detail to develop, maintain, improve or expand the skills and knowledge of an engineering licensee
- An Assessment of the learning that will result from participants in the course will be provided as part of the evaluation.

This course/activity is **Accredited / Not Accredited** for credit to satisfy mandatory continuing education requirements for the following design professionals licensed in NYS: (Check all that apply)

- Professional Engineering
- Land Surveying
- Architecture
- Landscape Architecture

This course/activity is classified as:

- CE Training/Activity
- Other CE Training/Activity (qualifies for only 18 of 36 hours, disclosure statement on certificate)

Continuing Education Credit / Professional Development Hours (PDH) Requested: \_\_\_\_\_ / Assigned: \_\_\_\_\_

Evaluator Name: \_\_\_\_\_ # \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

Reason for Reduction or Recommendation for Rejection:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A 2<sup>nd</sup> opinion is required to reject a course/activity or award partial credit if a review is requested.  
Reductions in number of PDHs allowed due to evaluation of actual instructional time **do not** require a 2<sup>nd</sup> opinion.

### 2<sup>nd</sup> Opinion

Evaluator Name: \_\_\_\_\_ # \_\_\_\_\_

Professional Development Hours (PDH) assigned: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_