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STATE OF ALABAMA
BOARD OF HEATING, AIR CONDITIONING &
REFRIGERATION CONTRACTORS

Phone: (334) 242-5550
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INSTRUCTOR APPLICATION

SECTION A: INSTRUCTOR INFORMATION

Instructor Requirements: (at least one of the following)

- 1. Found by the Board to have professional or trade experience or other special qualifications qualifying him/her to teach continuing education courses.**
- 2. Display proven knowledge of the subject material.**
- 3. A “qualified code enforcement official” with proven teaching experience.**

Name of Instructor: _____

Instructor Phone Number: _____ **Email Address:** _____

A letter of recommendation from the provider and resume reflecting expertise within his/her area of specialty and prior teaching experience must be submitted with application.

SECTION B: PROVIDER AND COURSE INFORMATION

The provider must be approved. If the provider has not been approved by the Board, you must submit form CE-1 along with this application.

Name of Approved Provider: _____

Mailing Address: _____

Course Title(s) Requesting Approval to Teach:

SECTION C: FEES

Please submit \$25.00 along with this application in order to be considered by the Board. Payments can be made by check, money order, or credit card. (MasterCard and Visa only):

Card Number: _____ **Expiration Date:** _____