

CE-3



P.O. Box 305025  
Montgomery, Alabama  
36130-5025

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

Phone: (334) 242-5550  
Fax: (334) 242-5555  
www.hacr.alabama.gov

**COURSE APPLICATION**

**SECTION A: PROVIDER INFORMATION**

Name of Provider: \_\_\_\_\_

Course locations (not applicable for online courses):  
\_\_\_\_\_  
\_\_\_\_\_

**SECTION B: COURSE INFORMATION (One Course Per Course Application)**

Course Title: \_\_\_\_\_

Instructor(s): \_\_\_\_\_

(If instructor has not been previously Board approved please include form CE-2)

Course Description and Syllabus (syllabus must be attached):  
\_\_\_\_\_  
\_\_\_\_\_

CE Hours Requested (Courses must be a minimum of 2 hours): \_\_\_\_\_

Anticipated Outcome: \_\_\_\_\_

Resource Material (Include multi-media equipment or other instructional aids):  
\_\_\_\_\_  
\_\_\_\_\_

Please circle a course type (you may choose more than one):

Electrical | Manual J (Load Calculations) | Duct Design | Business Operations | Finance/Business Management | IAQ |

HVAC Theory | Engineering | Refrigerant | Commercial Refrigeration Theory | OSHA/Job Safety | ICC Codes | Other

(Describe): \_\_\_\_\_

**SECTION C: FEES**

**Please submit \$25.00 along with this application to be considered by the Board.** Payments can be made by cashiers check, money order, or credit card: Be advised there is a 4% convenience added to all card transactions. The fee may show as an iGov charge.

Card Number: \_\_\_\_\_ CVV2: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

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