Llano Estacado Texas Master Naturalist™, Inc  
Approval Form for Advanced Training

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| To fill out the form electronically, click on the shaded boxes and type in the information. |

|  |  |
| --- | --- |
| Name of Master Naturalist Submitting Request |  |

## Training Opportunity Information

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Training Title | | | |  | | | |
| Date of Training | |  | | | Actual Training Time | | hr      min |
| Instructor |  | | | | Org/Agency |  | |
| Training Location | | |  | | | | |

Training must be Reviewed by the Advanced Training Director and Approved by the Board.

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| --- | --- |
| Reviewed by: | Advanced Training Director: |

|  |  |
| --- | --- |
| Type of Training: (Check all that apply) | Lecture  Presentation/Demonstration  Outdoor  Hands-on  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

## Training Opportunity Details - attach flyer if available

|  |  |
| --- | --- |
| Description of Training |  |
| Presenter |  |

## Rationale of Training

|  |  |
| --- | --- |
| Reasons training meets Chapter Criteria |  |

When finished filling out form, save the file with a **unique** name in Word or PDF format and send to [llanoestacadotmn@gmail.com](mailto:llanoestacadotmn@gmail.com). The Advanced Training Director will review the submitted opportunity and present to the Board for approval at their regularly scheduled monthly meeting. If there is a deadline for the training that will occur before a regularly schedule meeting, the A.T.D. can submit the opportunity for approval by email. Please allow time for review, approval and any necessary entries into VMS.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Chapter Records—Please do not write below this line (for official use only) | | | | | | | |
| Pre-Approved by |  | | | |  |  | |
|  | (Name of Approving Authority) | | | |  | (Date Pre-Approved) | |
| # Hrs Recorded |  | Recorded by |  | Date Recorded | | |  |
|  |  |  |  |  | | |  |