Requests for Changes to Rule 61G20-6.002 and Form FBCED 2003-03

1. Changes to Course Title Requirement (Staff and Discussion from December meeting)
	1. Remove requirement to include the term “internet” all together.
	2. Add the term “online.”
	3. Remove the term “internet” and add “online.”
	4. Other.
	5. Remain the same.
2. Require a title slide or title page for all presentations that at a minimum shall include the following (Commissioner John):
	1. Course Title.
	2. Licensing board approval number (once it becomes available).
	3. Hours of credit.
	4. Contact information for the continuing education provider.
3. Require separate uploads in online course application (Commissioner John)
	1. Current upload categories in advanced course application (See screenshot attached to agenda pgs. 48-56)
		1. Course syllabus.
		2. Course materials.
		3. Detailed course outline.
		4. Detailed course timeline.
		5. Learning objectives.
	2. Currently, the BCIS does not require 5 separate uploads in order to complete the advanced course application. This has led to some users uploading only one or two lengthy documents containing information related to all five categories.
4. Require a 6th upload category containing a description of the course evaluation method and a copy of the course’s certificate of completion that will be used by course attendees to claim continuing education credit for the course (Commissioner John).