

**COURSE / CERTIFICATION NOTIFICATION**

This form must be filled out completely and sent to [info@nasar.org](mailto:info@nasar.org) at least 30 days in advance of courses open to the public and 14 days prior to closed courses. If this information is not received by NASAR then the course / certification is not authorized and will not be recognized by NASAR. If you have questions contact the Executive Director at chrisb@nasar.org

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| Course / Certification Title(s): | |
| Instructor(s) / Lead Evaluator(s): | |
| Contact Information (Phone and Email): | |
| Location (Address, City, State / Province): | |
| Dates (From – To): | |
| Supplemental Information For Website: | |
| \_\_\_\_\_ This course / certification is open to the public and should be published on the website | \_\_\_\_\_ This course / certification is closed to the public and will not be posted on the website |

Please help us market your course / certification. If you give us an accurate address then the event will show up on the website calendar map tool, and be easier to find. If you have any special information like fees, hours of event, registration directions, etc. please put them in the supplemental information area so we can put them on the website.

This Instructor(s) / Lead Evaluator(s) affirm that they will conduct the course / certification in accordance with all NASAR policies and procedures.

Instructor / Lead Evaluator Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_

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