



EPICS Training Request Form

In submission of this form you must agree to the following:

- Submit Training Request Form at least 2 weeks in advance of requested training date.
 - Contact EPICS staff within 24 hours of the scheduled training date/time if there is a need to cancel or reschedule.
 - Advertise the event to reach at least 10 attendees.
 - Provide EPICS with a list of participants registered for the training 2 days prior to training date.
 - Collaborate with EPICS staff in planning the logistics of the training (room arrangements, AV and equipment use, etc.).
 - Make copies of handouts submitted by EPICS for training participants.
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Requester Information

Name of Agency: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

Fax Number: _____

Address:
(Street Address,
Address Line 2
City, State, ZIP code)

Training Information

Proposed Date: _____ Proposed Time: _____

Proposed Location: _____

Estimated Number of Participants: _____

Type of Participants:

Parents

Professionals

Paraprofessionals

Tribal Leaders

Workshop Requested (Choose One)

Special Education – Part B:

Understanding the Individualized Education Plan (IEP) and Your Rights Under Federal Law

IEP Process

Transition - Teen to Adulthood: “Charting a Course for the Future”

Transition - High School to College

Early Intervention – Part C:

Individualized Family Service Plan (IFSP) Process

Parent Rights in Early Intervention

Transition from Part C to Part B

Child Development – Developmental Delays and your Child

Reaching Out: Parents as Partners (Importance of Early Newborn Hearing Screenings)

General Topics:

Overview of the Individuals with Disabilities Education Act (IDEA)

Record Keeping

Self-Advocacy: Empowering Your Voice

Public Speaking Skills (Available Mid-June)

Understanding Disability & Educational Needs

Overview: Individuals with Disabilities Education Act (IDEA) and the Basic Special Education Process

Other

EPICS Overview

Resiliency: Find Your Inner Strength

Transition: Middle School to High School

Self-Advocacy: Inclusion in the Workplace (Available Mid-July)

School & Parent Partnerships

Read, Learn, & Grow Together

*If you are having trouble submitting this form, please save and email completed form to emartin@epicsnm.org or fax to (505) 767-6631