Proof of Professional Education and Training of the Certification Candidate

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| --- | --- |
| Title |  |
| First Name |  |
| Last Name |  |
| Street/Number/P.O. Box |  |
| City/Postal Code /Country |  |
| Phone |  |
| Email |  |

Certification candidates are required to provide proof of participation in training at a tekom-accredited training provider for certain prerequisites for approval.

For recertification, certification candidates are required to undergo continuous training to maintain their professional knowledge at the latest level. This is possible through participation in symposiums and conferences, for instance. They are obligated to provide proof of training hours totaling 40 hours every 5 years.

Possible kinds of training activities are:

* Training programs (courses/lectures)
* Participation in conferences/conference workshops
* Events/Regional Group events/workshops/seminars
* Reading technical literature

Please document your training activities in the following table. If possible, provide copies of the original documents. Furthermore, you can document your study of technical literature, and the time spent on it, using the following form sheet.

**Document all your training activities (conference participation, training events, self-study, etc.) in which you have participated, and all technical books that you have studied in the following form sheets.**

**Participation in Training Programs**

|  |  |
| --- | --- |
| Topic of the training program |  |
| Contents (overview) |  |
| Learning objectives |  |
| Type of training program\* |  |
| Duration in hours |  |
| Name of the training provider |  |
| Name of the lecturer |  |
| Date, signature of the lecturer |  |

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| --- | --- |
| Topic of the  training program |  |
| Contents (overview) |  |
| Learning objectives |  |
| Type of training program\* |  |
| Duration in hours |  |
| Name of the training provider |  |
| Name of the lecturer |  |
| Date, signature of the lecturer |  |

I hereby confirm the above information to be accurate.

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|  |  |  |
| Place | Date | Signature of the certification candidate |

**Participation in Events/Regional Group Events/Workshops/Seminars**

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| --- | --- | --- | --- | --- | --- |
| Name/event organizer | Date | Topic of the event | Contents (overview) | Duration in hours | Signature of the lecturer/ participation  confirmation |
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I hereby confirm the above information to be accurate.

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| Place | Date | Signature of the certification candidate |

**Participation at Conference Events/Presentations/Workshops**

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| --- | --- | --- | --- | --- | --- |
| Conference | Date | Topic of the conference events | Contents (overview) | Duration in hours | Signature of the lecturer/ participation  confirmation |
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I hereby confirm the above information to be accurate.

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| Place | Date | Signature of the certification candidate |

**Proof of Study of Technical Literature**

|  |  |
| --- | --- |
| Bibliographical information of the technical book (author, title, place of publication, publisher, year; as complete as possible) |  |
| Your motives for reading this book |  |
| Contents of the technical book (overview) |  |
| Your reading and study duration in hours |  |
| Date |  |

|  |  |
| --- | --- |
| Bibliographical information of the technical book (author, title, place of publication, publisher, year; as complete as possible) |  |
| Your motives for reading this book |  |
| Contents of the technical book  (Overview) |  |
| Your reading and  study duration in hours |  |
| Date |  |

I hereby confirm the above information to be accurate.

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| Place | Date | Signature of the certification candidate |