AMERICAN PAYROLL ASSOCIATION
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APPROVED PROVIDER COURSE SUBMISSION FORM

Name of Organization:		*Division:*	
Name of Contact Person:		*Phone Number:*	
Contact's E-mail Address:		*Date Submitted:*	

List all programs. The number of RCH credits are measured by program length with one 60-minute period equal to one RCH credit. In order for programs to qualify as RCH credits, they must be within the content outline of the CPP/FPC exams (refer to application for a listing) or must fall within the definition of payroll industry. Payroll industry is defined as: Payroll - production, reporting, accounting, systems, taxation, administration, and education/consulting. Fax this form to Certification at: (210) 224-5814 or e-mail to: providers@americanpayroll.org.

Approved Provider Courses For Review

DATE(S) OFFERED	PROGRAM TITLE	AUDIENCE: Employee Only (EE), Client Only (CL), Both	FORMAT: Online, Web-based, Instrutor-Led, etc.	LOCATION	CONTENT CODE/ PAYROLL AREA *(refer to application)*	PROGRAM SCHEDULED FOR:		TIME ALLOTTED FOR:	
						HOURS	DAYS	LUNCH	BREAK
1/1/2009	*Payroll Auditing- example*	*CL*	*Instructor-Led*	*Honolulu, HI*	*VI.B*	*8*	*1*	*1 hr.*	*30 min.*