All proposals must be submitted by completing the ONLINE application form available at
https://convention.apa.org/proposals/preconvention-ce-workshops
Deadline: Wednesday, January 13, 2027

APA 2027 Preconvention CE Workshops Form – COPY

SECTION I. Workshop Summary

Workshop Title* Maximum 100 characters including spaces

Target Audience(s)* Choose all that apply

Administrators
Consultants
Policy
Practitioners/Service Providers
Researchers
Teachers/Professors

Workshop Description* 100 words maximum. Assume workshop attendees are unfamiliar with the workshop topic and content. Provide a one-paragraph narrative describing the content of the workshop and what you will teach during the workshop.

Primary Division* Select a division in which your workshop relates best to. View a list of APA Divisions. Note: CE Workshop proposals are reviewed by the APA Continuing Education Committee, not APA Divisions.

Related Division

Maximum Enrollment*

25/30/40/50/75

Education Level of Workshop* Selecting the appropriate level of instruction (introductory, intermediate, or advanced) for your workshop is important for a successful and educative experience for participants. Please review the definitions and select one level of experience that you want in your participants.

- **Introductory**: No prior knowledge of the specific content area is needed in order for you to participate fully and effectively in the workshop. The information or skills will be new for those who enroll.
- **Intermediate**: Some basic knowledge of the specific content area is required, but you need not have in-depth knowledge or skills. The activity will provide information at a level beyond the basic knowledge of the topic.
- **Advanced**: To participate fully, you must have a substantial working knowledge or skill level in the specific content area. Generally, you currently use the knowledge or skill in your job. At this level, advanced techniques or knowledge are offered to refine and expand current expertise.

Primary Subject Index* The workshop will appear under the subject index heading in the APA Convention Program and online registration platform. View the Subject Index list.

Secondary Subject Index* The Secondary Subject Index is a more specific topic area within the Primary Subject Index. For example, your Primary Subject Index might be Health Psychology/Behavioral Medicine and your Secondary Subject Index might be Geriatrics.

Did you present this workshop at last year's APA convention?*

Yes
No

All proposals must be submitted by completing the ONLINE application form available at
https://convention.apa.org/proposals/preconvention-ce-workshops
Deadline: Wednesday, January 13, 2027

SECTION II. Previous presentations of this workshop

If you or your co-presenters have previously presented ***this workshop*** at an APA Convention or at another conference, please complete the information below for the two most recent presentations. Please avoid using acronyms or abbreviations for the Sponsoring Organization.

Event 1 - Date (mm/dd/yyyy)

Event 1 - Number of participants

Event 1 - Sponsoring Organization

Event 1 - Name, email or telephone number of a reference

Event 1 - Where did you present this workshop?

APA convention CE Workshop
National/International meeting
Regional CE meeting
Graduate Programs
Local Meeting

Event 2 - Date (mm/dd/yyyy)

Event 2 - Number of participants

Event 2 - Sponsoring Organization

Event 2 - Name, email or telephone number of a reference

Event 2 - Where did you present this workshop?

APA convention CE Workshop
National/International meeting
Regional CE meeting
Graduate Programs
Local Meeting

COPY

All proposals must be submitted by completing the ONLINE application form available at
https://convention.apa.org/proposals/preconvention-ce-workshops
Deadline: Wednesday, January 13, 2027

SECTION III. Workshop Details

1. **Curriculum Content*** Use this section to explain to the CEC why your workshop is important, timely, and should be accepted for the convention. Assume that the CEC reviewers are unfamiliar with the workshop topic and provide a description of the workshop (750 words) that describe the general theoretical and/or empirically-based content and instructional methodology used in your workshop.

   All CE programs offered for CE credit for psychologists must comply with Standard D criteria (pg. 7).

2. **Learning objectives*** Learning objectives are statements that clearly describe what the learner will know or be able to do as a result of having attended an educational program. Learning objectives should contain action verbs that describe measurable behaviors. The phrase "Based on the content of this workshop, participants will be able to:" is assumed as the leading phrase when we review the learning objectives you specify below. (approximately 20 words or less per objective) See Guidance for Writing Behavioral Learning Objectives for additional support.

   As a guideline, each hour of programming should consist of one learning objective. For a four-hour workshop, there should be four learning objectives; for a seven-hour workshop, there should be seven learning objectives.

3. **Teaching Format*** Quality continuing education includes not only a focus on content, but also how CE participants integrate and apply the program content to their professional roles as psychologists (e.g. practice, research, education). Which of the following teaching delivery strategies will you use in your workshop to promote learning, retention, and application of knowledge. Please provide an honest assessment of your plan. Check strategies that you will utilize.
   - Case illustrations/examples
   - Clinical or instructional exercise
   - Demonstrations
   - Group Exercises
   - Lecture/Presentation
   - Participant discussion
   - Participant role play or rehearsal
   - PowerPoint slides
   - Question and answer
   - Video clips

4. **Schedule/Activity Format*** Provide an hour-by-hour outline of the educational content and the type of teaching methods you will use. The educational content should relate to the above-defined Learning Objectives.

   Example:
   Hour 1 (Educational Content): Introduction; Defining Healthy Sexuality and Love
   Hour 1 (Teaching Strategy): Participant discussion, Video clips, Q&A
   Hour 2 (Educational Content): Barriers to Sexuality and Love; The Fantasy Bond and the Voice
   Hour 2 (Teaching Strategy): Lecture, PowerPoint, Role Play
   Hour 3 (Educational Content): Developmental Perspective Impact of Family, Society and the Media on Sexuality
   Hour 3 (Teaching Strategy): Lecture, PowerPoint, Group Exercises and Discussion

COPY

5. **Handouts and Reference List** All handouts and additional materials are expected to be current, well-organized, and well-designed. You are required to distribute the following handouts:
    1. An activity schedule that includes the topics to be discussed,
    2. Copies of your PowerPoint presentations for use by the participants during and after the workshop, and
    3. Bibliography/references that include citations for recommended reading materials and a list of any materials cited during your presentation.

    a. **Sample Reference List*** Please upload a representative sample (not to exceed one page) of the reference list that you will distribute to participants in chronological order with the most recent references first. Sample reference list and handouts for participants should be in APA style.

6. **Full Disclosure Statement** *(To be completed by submitter on behalf of all presenters participating in this workshop.)*

    The Presenter must make attendees aware of (verbally or in writing) the accuracy and utility of the materials presented, the resources on which the presentation is based, the limitations of the content, and the severe as well as the most common risks (if applicable). In addition, Presenters must clearly describe any commercial support they received for the CE workshop at the beginning of the workshop. **Any relationships that could be reasonably construed as a conflict of interest must be disclosed.**

    a. Will you (or co-presenters) be supported financially by a manufacturer of any commercial product?*
    Yes
    If yes, please explain.*
    No

    b. **Will you gain financially (beyond honoraria received) by the sale of any product or publication as a result of this workshop?*** (While the workshops are not to be used as opportunities for commercial advancement, it is not necessarily inappropriate for you to obtain some indirect financial benefit from presenting your workshop (e.g., royalties). It is important; however, that you disclose this information. Please note: No sales of materials are permitted at the workshop location.)
    Yes
    If yes, please explain.*
    No

    c. Has any of the research to be presented been funded by external sources (e.g., university, industry)? If so, by whom?*
    Yes
    If yes, please explain.*
    No

7. **Ethical Considerations** *(To be completed by submitter on behalf of all presenters participating in this workshop.)*

Answer the following questions to demonstrate that your teaching activities will be conducted in a manner consistent with the APA Ethical Principles of Psychologists.

a. Are you presenting material that was obtained in or through a professional relationship?*
Yes

If yes, please indicate what steps you have taken to ensure that your presentation will adhere to the ethical standards in the Ethical Principles of Psychologists and Code of Conduct (2002)?* Ethical Principles of Psychologists and Code of Conduct (2002) (see, e.g., ethical standards 4.05 and 4.07)

No

b. Are you presenting data from a research study that you, or you in conjunction with colleagues, conducted?*
Yes

If yes, please indicate that you have adhered to the ethical standards in the Ethical Principles of Psychologists and Code of Conduct (2002) that are relevant to your research.* Ethical Principles of Psychologists and Code of Conduct (2002) (see, e.g., section 8, "Research and Publication")

No

c. Are you presenting material that participants in your workshop or lecture may find stressful?*
Yes

If yes, please indicate what steps you have taken to ensure that participants receive appropriate advance information about your workshop and what other precautions you have taken to minimize or address the distress participants are likely to experience.*

No

d. Have you been the subject of an adverse finding by an ethics committee of a professional association or a licensing board in the past 10 years, or are you currently under the scrutiny of an ethics committee or licensing board? *
Yes

If yes, please explain.*

No

COPY

All proposals must be submitted by completing the ONLINE application form available at
https://convention.apa.org/proposals/preconvention-ce-workshops
Deadline: Wednesday, January 13, 2027

Section: Contact Profile

Required for all presenters. Each workshop proposal can have a maximum of three presenters (one primary presenter and up to two co-presenters).

First Name*

Middle Initial

Last Name*

Highest Degree*

Additional Degree

Email*

Membership Status*

Country*

Address*

Address 2

City*

State*

Zip/Postal*

Office Phone*

Home Phone

Cell Phone

Institution/Organization/Company*

How do you primarily identify

How do you describe your disability/ability status?

How do you describe your current gender identity?

How do you describe your current career stage?

COPY

All proposals must be submitted by completing the ONLINE application form available at
https://convention.apa.org/proposals/preconvention-ce-workshops
Deadline: Wednesday, January 13, 2027

Section: Instructor Qualifications

Required for all presenters. Each workshop proposal can have a maximum of five presenters (one primary presenter and up to four co-presenters).

Current Employment Title*

Number of Years in Current Position*

Educational Background with degrees earned and board certifications* Include name and location of educational institution, degree, major, and date received. *250 words maximum.*

Professional Licensure Status* If not licensed, list NA. *250 words maximum.*

Other Affiliations *100 words maximum.*

Publications* List two publications that you have recently published (within the last five years) related to this session topic. Please provide the reference in APA style. *150 words maximum.*

Teaching Experience* List up to five (5) psychology or other-related disciplines courses that you have taught in the last five years (academic and/or CE courses). Include dates, location, audience (e.g., graduate students or licensed professional(s)) and type of courses (e.g., graduate courses, CE workshops at the state, regional, or national level). *250 words maximum.*

Previous Professional Positions* List up to five (5) previous professional positions. *250 words maximum.*

COPY