**Section 3000.220 Board**

a) The Board shall review applications from course sponsor(s), applying directly to the Department, using the following standards:

1) All information in the application package shall be completed.

2) Instructors shall possess the minimum of five years experience in hearing aid dispensing or the minimum of a baccalaureate degree in an area related to the course content.

3) Utilizing their professional judgment, the Board shall determine if the application meets the following criteria:

A) The objective(s) of the course and the topics (Section 3000.200) shall be consistent with the course description.

B) The course shall be of sufficient duration to achieve the stated educational objective(s) for the instructional level indicated.

b) The Board shall review the application package and recommend to the Department one of the following:

1) For an approved course, the Department shall send an acceptance letter which informs the sponsor of the number of CEU's.

2) For a disapproved course, the Department shall send a letter of denial which will delineate any deficiencies in the requirements as set forth in Section 3000.210.

3) If the course sponsor desires to correct the deficiencies in the application, the course sponsor shall submit within 30 days the corrected application.

4) Upon review of the course sponsor's corrected application, the Board shall approve or deny the course application as set forth in subsection (b).

5) Denial of a course sponsor's application may be appealed to the Board. The appeal shall be addressed to the Chairman of the Board via the Department. The appeal shall be concerned with the nature of the appellant's complaint and document the appellant's reasons for the appeal. A majority of the Board shall recommend that the appeal is not valid or that the course application should be approved. This determination shall be made based on the criteria set forth in Section 3000.210.

c) The Board shall approve courses for a 12 month period.