**Application to Request Individual DEI Credit**

Please submit this form to request DEI credit for attending an externally sponsored event for which DEI credit is not being offered. Events should be at least one hour in length. **You may apply up to two hours of externally sponsored events towards your six-hour DEI credit requirement.**

This form is to be completed by the individual requesting DEI credit and is to be submitted to the Departmental Diversity Champion. [Refer here](https://diversity.medicine.arizona.edu/education-training/diversity-trainings) to learn who your Departmental Diversity Champion is.

1. Date:
2. Your name:
3. Your email address:
4. Your Department
5. Name of event:
6. Speaker(s) or facilitator(s) of event:
7. Sponsoring institution of event:
8. Date and time of event:
9. How long is this event?
10. Link to event website, if available:
11. Learning objectives of the event:
12. Indicate which of the following elements required for DEI credit are directly addressed in the learning objectives. Check all that apply.

Biases and their effect on health and wellbeing; healthcare; education; and/or research

Systematic inequities and/or structural barriers in healthcare/education/research

Strategies and tools to make healthcare/education/research more inclusive or equitable

Please submit completed forms to your Diversity Champion and attach a copy of the event flyer/announcement.

*For internal use only:*

Diversity Champion signature and date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved

Not approved

Hours approved: \_\_\_\_\_\_\_\_