PQAS Application Requirements
Below are the requirements for PQAS Approval. When renewing, follow the PQAS type you are currently approved for.

Please note, you will see a fee of $70 for the application. **This fee is to be paid ONLY by Professional Development Instructors** (except when renewing) for the peer review of your module. The fee will be waived for all other applications when it is processed.

Director Instructor
- Online application
- Certificate of proof for Director Instructor modules requested
- Transcripts
- [1] STARS 102 Course
- [1] Engaging Adult Learners Course
- DO NOT SUBMIT PAYMENT

Faculty Instructor
- Online application
- Curriculum Vitae
- Documentation of 4 courses taught within 2 years
- DO NOT SUBMIT PAYMENT

Professional Development Instructor
- Online application
- Transcripts
- Curriculum Vitae or Resume
- [2] Core Knowledge Competency Support document
- Two (2) reference letters dated within 6 months
- [1] STARS 102 Course
- [1] Engaging Adult Learners Course
- [2] Professional Development Module
- Fee of $70.00

Standardized Professional Development Instructor
- Online application
- Transcripts
- Two (2) reference letters dated within 6 months
- [1] STARS 102 Course *(not required for Pediatric First Aid/CPR)*
- [1] Engaging Adult Learners Course *(not required for Pediatric First Aid/CPR)*
- Additional Supporting Documentation: Provide verification for the course you are requesting permission to instruct on. If requesting Pediatric First Aid/CPR, attach your Instructor Card.
- DO NOT SUBMIT PAYMENT

Renewal
- When renewing your current PQAS type, select the correct category within the application. If renewing as a Professional Development Instructor, do not submit the *Professional Development Module* or *$70.00 fee.*

[1] Course Location: To locate the course, go to www.papdregistry.org, log in, click on Find Trainings, then click 'Training Calendar'.

[2] Location: www.pakeys.org > Professional Development > PQAS > Applications > Required Documents for Individual Applications.