

Norwayne Local Schools
Verification of Coursework/Workshop/Activity for CEU Verification

Name: _____ **SSN:** _____

Current Certificates or License: _____ _____ _____	Renewal Date: _____ _____ _____
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Current Assignment: _____

Building: _____

Date Submitted: _____

1. If coursework was taken or a workshop was attended:
A. List the coursework/workshops on the back of this paper and the CEU value
B. Attach an OFFICIAL transcript or certificate of completion which verifies attendance and completion of assignments

2. If equivalent activities were completed:
A. List the activities on the back of this paper and the CEU value
B. Attach the appropriate documentation that verifies participation and completion of the activities:

- Log of hours
- Copy of products created
- Written reports
- Other

3. I believe the coursework, workshop, or activities completed are worth a total of:

_____ **Continuing Education Units (C.E.U.s)**

_____ <i>Employee Signature</i>	_____ <i>Date</i>
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This section will be completed by the LPDC committee after reviewing this form.

4. The LPDC verifies that the coursework, workshop, or activities completed are worth a total of:

_____ **Continuing Education Units**

LPDC Chairperson _____ **Date** _____

_____ LPDC signature	_____ LPDC signature
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_____ LPDC signature	_____ LPDC signature
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1 college credit = 3 CEU's
1 hour inservice = .1 CEU

<u>Coursework, Workshop, or Activity</u>	<u>CEU value</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____
21. _____	_____
22. _____	_____
23. _____	_____
24. _____	_____
25. _____	_____
26. _____	_____
27. _____	_____
28. _____	_____
29. _____	_____
30. _____	_____

Total CEU's _____

Note: 18 CEU's are required for renewal in a license cycle.
Submit this form to your LPDC building representative after a total of 18 CEU's are completed.