

**CONTINUING EDUCATION UNIT (CEU) ENROLLMENT AND COMPLETION FORM
WASHINGTON STATE UNIVERSITY**

SECTION I (To be completed by the participant)

NAME: _____
Last First Middle

ADDRESS: _____
Street

_____ Male _____ Female _____
City

_____ Date of Birth _____
State Zip Code Mo Day Yr

EMAIL ADDRESS: _____

HOME PHONE: () _____ Soc Sec # (last 4 digits only): _____
Area Code (for educational records - to avoid duplication)

EMPLOYER: _____ Mail Stop or Business Addr _____ Work Phone _____

ACTIVITY OR COURSE:

Course Title: Operations Management: Senior Living Mgmt Certificate Program (383)

Course Dates: July 15, 2019 – June 14, 2021

Course Location: Online

Have you previously earned CEUs from WSU? Yes No
Have you previously earned CEUs from the Tri-Cities University Center? Yes No

SECTION II (To be completed by the Activity Instructor)

Evaluation of Participant's Program Completion

Satisfactory
 Unsatisfactory (No CEUs)

_____ Date _____ Instructor's Initials

SECTION III (To be completed by the Activity Director)

This activity and the CEUs awarded were offered in accordance with approved procedures for the Continuing Education Units of Washington State University.

1.5 CEUs Awarded _____ Activity Director's Signature _____ Date

CONTINUING EDUCATION UNITS (CEUs): The Continuing Education Unit is a nationally recognized unit of measure given for an individual's participation in non-credit educational activities which meet qualifying criteria. One CEU is awarded for every ten contact hours of participation in instructional time and is given only to those participants who have completed the program requirements. The CEU cannot be applied toward a degree, but many business firms and organizations have recognized the CEU when considering promotions, salary increases and transfers.

INSTRUCTIONS:

1. Each student completes Section I during the first class meeting and returns the form to the Activity Instructor.
2. Upon completion of the activity, the Activity Instructor completes Section II and returns the form to the Activity Director.
3. The Activity Director completes Section III and returns the form along with any applicable fees to Conference Management, WSU, PO Box 645222, Pullman, WA 99164-5222.