

**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: **Senior Living Certificate: Sales and Marketing**

Course Dates: **1/1/2022 – 12/31/2022**

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

<b>SECTION II (To be completed by the Activity Instructor)</b>	<b>Evaluation of Participant's Program Completion</b>
_____	<input type="checkbox"/> Satisfactory
_____	<input type="checkbox"/> 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.