

Michigan Elementary & Middle School Principals Association



SB-CEUs cannot be awarded unless the bottom portion of this form is submitted along with all related continuing education segment certificates to the MEMSPA SB-CEU Coordinator for signature at the conclusion of the program. **To receive proper credit, this complete set of documents must be submitted to MEMSPA, along with a \$10 fee within 30 calendar days from the end of training.** These SB-CEU certificates will be kept on file at the MEMSPA offices.

Certificate of Completion

Workshop Title:

Location: Online Course

Joan Batey

KDSI Approved Signature

Date

Advisory: It is a criminal offense to use or attempt to use a State Board of Education Continuing Education Unit (SB-CEU) transcript or certificate of completion that is fraudulently obtained, altered, or forged to obtain and/or maintain school administrator, teacher and/or school psychologist certification or other State Board approval.

To receive proper credit, this form **must be completed in full and submitted in addition to all related continuing education segment certificates. This complete set of documents along with a \$10 fee must be sent to MEMSPA, 1980 N College Road, Mason, Michigan 48854, within 30 calendar days from the end of training.** Your name, email address, & sb-ceu request will be forward to the MDE Secure Central Registry to complete the awarding of this credit. No immediate processing of sb-ceu credit is available so plan ahead!

Workshop:
Location: Online Course

Date:
SB-CEU earned:

Participant Name: (Please print) _____

Home Address _____

City _____ Zip _____

Phone _____ PIC # _____

Business Email Address _____

Participant's Signature _____

CEU Monitor's Signature _____

Annette Erickson, MEMSPA SB-CEU Coordinator