

# Michigan Elementary & Middle School Principals Association



SB-CEUs are not valid unless the bottom portion of this form is signed by the workshop monitor at the conclusion of the program. To receive proper credit, **the bottom of this form must be completed in full and submitted to MEMSPA, along with a \$10 transcript processing fee, within 30 calendar days from the end of the training.** Your SB-CEU records will be kept on file in the MEMSPA office. Call MEMSPA at 1-800-227-0824 if you have any questions.

## Certificate of Completion

**Workshop Title:**

**Program Approval#:**

**Location:** Online Course

**Date:**

*Thomas S. Githel*

\_\_\_\_\_   
 KDSI Approved Signature

\_\_\_\_\_   
 Date

**Advisory:** It is a criminal offense to use or attempt to use a State Board of Education Continuing Education Unit transcript or certificate of completion that is fraudulently obtained, altered, or forged to obtain a teacher, school administrator, or school psychologist certificate, or other State Board approval.

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To receive proper credit, the bottom portion of this form **must be completed in full and submitted along with a \$10 transcript processing fee to MEMSPA, 1980 N. College Road, Mason, MI 48854, within 30 calendar days from the end date of the training.** MEMSPA will maintain a file of your SB-CEU credits.

Workshop:

Date:

Location: Online Course

SB-CEU earned:

Approval #:

Participant Name: *(Please print)* \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_

Participant's Signature \_\_\_\_\_

CEU Monitor's Signature \_\_\_\_\_

Annette Erickson, MEMSPA SB-CEU Coordinator