REQUEST FORM FOR AWARDING CEU CREDIT

In order to receive Continuing Education Credit for a program, this form must be completed and submitted to Graduate and Continuing Studies two weeks prior to the beginning of the program.

NOTE: There is a minimum three-week wait for transcripts/certificates from date check payments are deposited in Student Business Services.

PROGRAM INFORMATION

Program Title ____________________________________________
Instructor _____________________________________________
Location _______________________________________________
# of Instructional Contact Hours __________________________ # of CEU Credits __________________
Date(s) ______________________________________________
Time(s) ______________________________________________

Is this workshop/program open to the public? ☐ Yes ☐ No
Please identify group being served ___________________________________________________
Anticipated Attendance ____________________________________________

CONTACT PERSON

Contact Person __________________________________________
Sponsoring Organization __________________________________
Address ________________________________________________
Phone ___________________________________________________
E-Mail Address __________________________________________

INTERNAL USE

CRN ___________________ Term ___________________ Date of Email Confirmation ________________

As an institution of higher education and in the spirit of its policies of equal employment opportunity, Delta State University declares its policy of equal education opportunity. All applicants for admission will be considered without regard to applicant’s race, color, religion, sex, national origin, disability related to program performance, disable veteran status, or Vietnam era veteran status.