

EXAMPLE

PRESENTATIONS CEU RECORD

TITLE OF EVENT _____

DATE OF EVENT _____

LOCATION OF EVENT _____

Printed Name: _____

Initials	Session Number	Title	Presenter(s)	Clock Hours	Initials
		Manufacturer's Round Robin	Feldhake	2 hours	
		Hearing Loss in Childhood: Pediatric Amplification Issues	Lewis	3.5 hours	
		Hearing Loss in Childhood II: Minimal, Mild and Unilateral Hearing Loss	Lewis	2.5 hours	
		Workers' Compensation and Hearing Loss	Helker	1 hour	
TOTAL CLOCK HOURS					
CEU CONVERSION TOTAL					

Assessment of Learning - Participants must complete this section as mandated by ASHA. List three new concepts you learned.

- 1.
- 2.
- 3.

Specify how you will apply these concepts _____

I confirm that I have attended the sessions initialed above. _____

Signature

Instructions:

1. In the "Initials" column of the form, enter your initials for each session you have attended.
2. Circle the clock hours for each session attended.
3. Total and enter clock hours.
4. Convert **TOTAL** clock hours to CEUs. Nine (9) hours equal .9; eight (8) hours equal .8; etc. When converting total clock hours, **you must round down to the nearest whole hour (e.g. 12.5 clock hours equal 1.2 CEUs).**
5. Complete the **Assessment of Learning** section as mandated by ASHA.
6. Sign this form to verify your attendance.
7. Return this form to _____, no later than _____.