

## SB-CEU PARTICIPANT VERIFICATION FORM FOR PARTICIPATION ON AN APPROVED SCHOOL COMMITTEE

This form should be completed for eligible participants to receive State Board-Continuing Education Units (SB-CEUs) for participation on a School Committee.

***\*\*A maximum of 9.0 SB-CEUs earned in this activity in a five-year renewal period can be used toward advanced certificate and/or administrator renewal.\*\* SB-CEUs are issued for participation in one committee activity only per school year, regardless the number of committees on which a participant serves.***

A completed copy of this form must be filed with the SB-CEU sponsor **no more than 30 calendar days after the end date of the activity.**

(Type or Print)

Name	
Name of School District Where Employed	
Name of School Committee	
Number of Meetings Scheduled	Number of Meetings Attended
Beginning Date of Serving on a School Committee	Completion Date of Serving on School Committee

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

\_\_\_\_\_  
Date

I certify the criteria to receive SB-CEUs for serving on a School Committee has been met.

\_\_\_\_\_  
Committee Chairperson's Signature

\_\_\_\_\_  
Date

Participant provided with completed copy.

\_\_\_\_\_  
SB-CEU Coordinator's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Program Approval Number

\_\_\_\_\_  
Number of SB-CEUs Awarded

**A COMPLETED COPY OF THIS FORM SERVES AS VERIFICATION OF SB-CEUs**

**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.**