Application for Assignment of Continuing Education) Units (CEUs for Noncredit Activity



Return complete forms to Laurel Garrett, Online and Distance Education, Ball State University, Muncie, IN 47306. Completed forms may be e-mailed to lagarrett@bsu.edu or faxed to 765-285-7161.

SECTION 1: PROGRAM INFORMATION		
Activity Title:		
Brief Description:		
Format: Campus credit class Off-campus or distance ed Activity Level: Undergraduate Graduate Noncredit	ducation class Noncredit w	orkshop/seminar ☐ Other
Dates:	Times:	
Anticipated number of participants:Minimun	n required:	Maximum allowed
Total activity contact hours:Number of One Continuing Education Unit is ten contact hours—round off to		
Criteria for determining satisfactory completion:		
Instructor Name(s):		
SECTION 2: SPONSOR INFORMATION		
Program Sponsor:	Telephone:	
Sponsor's Address:		
Sponsor's E-mail Address:		
SECTION 3: APPROVALS		
The below signatures indicate approval for awarding CEUs to the	ne above program:	
Approval granted forContinuing Education	Units.	
Instructor	Date	
Department Chair/Program Director	 Date	
Assistant Provost for Learning Initiatives	 Date	