



Office of Extended Learning Continuing Education Units

CEU Process Flow

Event/Activity _____

Name of Facilitator _____

Date Received: _____

CEU Classification # _____

Office of Extended Learning Personnel _____ Classification Date _____

Date documents were scanned to Registrar's Office _____

Registrar's Office Recipient(s) _____

Date Registrar Office Personnel entered the CEU participants' information in the system. _____