

## **AFFIDAVIT OF ATTENDANCE**

April Dinner Meeting – Anthony Farr TITLE OF EDUCATIONAL PROGRAM

MLBC program sponsor (COMPONENT ID)

MLBC27

April 23, 2015 date of program Parkersburg, WV CITY/STATE

This program has been accredited for <u>1</u>RL, RPL or CPL recertification credit(s) (CEU), and <u>0</u> CPL/ESA, and/or <u>0</u> Ethics credit(s) (CEU Ethics), for a total of <u>1</u> credit(s). (Number of credits accredited or claimed for 100% participation in this educational program)

After attending an event, or purchasing a video in which you get RL, RPL, CPL recertification credits you must submit your affidavit of attendance; which is done by using the code you received with purchase or at the end of the actual class. To do so:

- 1. Go to "My Account"
- 2. Click "View and Add Continuing Education Credits" on the left

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3. Click "Add New Transcripts"

redit Date	Program Title	Activity	∉ of	Credit Type	Grade	Course
*		Туре	Credits			Code

- 4. Enter Event Date and Program Title
- 5. Enter # of Credits listed on your affidavit(if partial attendance only enter credits for hours attended)
- 6. Enter Credit Type(if general and ethics credits are earned you will need to enter them separately)
- 7. Enter component ID/course code in the comments section (You must enter component ID/course code to receive credits)
- 8. Click "Save"