



CEU ACTIVITY REPORTING FORM

- ✓ Complete this form for **each individual** learning activity completed. Learning modules, case studies and self-assessment tools within the MLPs of the Hybrid CEU option can also be included within this form.
- ✓ Transfer the necessary information from each learning activity to the **CEU Summary Form** as a part of your professional submission at the end of cycle.
- ✓ Print/save a copy of each form with all other documents pertaining to the learning activity, including, but not limited to:
 - Receipt of purchase/confirmation of attendance
 - Course outline and/or learning objectives
 - Any notes taken or materials given during learning activity
 - Certificate of completion

Name of Learning Activity Completed:	
Type of Learning Activity (course, workshop, peer study, self-study, research, webinar, conference, etc.)	
Location, Date and Time: (if online, include website/email; if in-person, include address)	
Hours of Instruction: (excluding breaks)	
Total # of CEUs: (2hrs = 1 CEU)	
CEU Type: (Category A or Category B)	
Coordinator/Instructor Name:	
Contact Info: (email and/or phone)	
Signature: (not required for online learning)	
Certificate Obtained: (indicate Yes or No)	

Name of Registered Massage Therapist:

Registration #: