

EC-TIIS Workshop Participation

Continuing Education Units (CEU) Option

Continuing Education Units (CEUs) are available from Western Illinois University for participation in EC-TIIS Workshops. Person requesting CEUs must review all of the workshops and complete the requirements listed below for each workshop. After this is completed, you will be awarded 2 CEUs for the 20 contact hours earned.

Number of contact hours for reviewing workshop content:

Adaptations - 2 hours	Family Participation – 2 hours
Computer Environment – 1 hour	Math, Science, Social Studies – 3 hours
Curriculum Integration – 2 hours	Software Evaluation – 2 hours
Emergent Literacy – 3 hours	Technology Assessment – 2 hours
Expressive Arts – 3 hours	

Once you review the EC-TIIS workshops, follow these steps to receive CEUs:

1. Complete ***Post Assessment*** from EC-TIIS *Progress Page* (click *Check My Progress* in upper right hand corner of any workshop page) for **each workshop** you have reviewed.
2. Answer ***Exit Survey*** questions from EC-TIIS *Progress Page* for **each workshop** you have reviewed.
3. Complete one ***Workshop Evaluation*** (click *Evaluate Workshop* in upper right corner of *Progress Page*). Only one Evaluation needs to be completed. You will evaluate all of the workshops on the one form.
4. After completing all of the above requirements, send an e-mail message to Linda Robinson, L-Robinson1@wiu.edu, requesting CEUs. You will then receive verification via e-mail in one to two weeks.
5. After your completion of the requirements is verified, you will then receive a ***Request for Continuing Education Units*** form as a pdf file through e-mail. You will need to print the form, fill in your Social Security number and sign the form.
6. Send the completed *Request for Continuing Education Units* form and \$35 payment (***check or money order payable to Western Illinois University***) to Director of Non-Credit Programs, Western Illinois University, Horrabin Hall Room 6, Macomb, Illinois 61455. You will then receive a certificate via mail from the Non-Credit Programs stating that you have earned 2 CEUs from your participation in the EC-TIIS Workshops.

Note: Each person requesting credit or a certificate must use his/her own e-mail address to Login and participate in EC-TIIS Workshops.