



## Academic Coursework Activity Report for Courses at Accredited Colleges and Universities

Note to participant:

This activity form must be submitted to the RID Approved Sponsor upon completion of the academic course. A copy of the description of the course and the Institution's transcript or grade report should be attached. The Sponsor will file the paperwork online at [www.rid.org](http://www.rid.org) for CEU processing at the RID national office.

CMP Participant Name (print): \_\_\_\_\_ RID Member #: \_\_\_\_\_

CMP Participant Address \_\_\_\_\_

CMP Participant Email \_\_\_\_\_ Phone # \_\_\_\_\_

CMP Participant Cycle End Date \_\_\_\_\_

Course Title: \_\_\_\_\_

Name of College or University \_\_\_\_\_

What is the number of credit hours assigned to the course? \_\_\_\_\_/semester or \_\_\_\_\_/quarter

Name of Approved Sponsor: \_\_\_\_\_

RID Activity Number for this Academic Coursework:

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-

Sponsor Code                      Month                      Year                      Ascending within month;                      Internal Code (optional)

To which CMP *Content Area* does this course apply? Professional Studies \_\_\_\_\_ General Studies \_\_\_\_\_

Course Start Date: \_\_\_\_\_ Course Completion Date: \_\_\_\_\_

Number of Continuing Education Credits\* (CEUs) awarded to CMP participant: \_\_\_\_\_  
(\*1.5 CEU/credit based on a *Semester* session or 1.0 CEU/credit based on a *Quarter* session.)

As a CMP participant, I certify that this academic coursework represents a valid and verifiable Continuing Education experience which exceeds routine employment responsibilities.

Signature of CMP Participant \_\_\_\_\_ Date \_\_\_\_\_

As the CMP Approved Sponsor for this Academic Course activity, I have verified successful completion of the course and a grade of "C" (2.0 GPA) or better and the course was taken at a accredited institution recognized by the Council for Higher Education Accreditation (CHEA).

Signature of RID Approved Sponsor Administrator \_\_\_\_\_ Date \_\_\_\_\_