



DIVISION OF
CONTINUING EDUCATION
Center for Conferences

Continuing Education Unit Registration Card Instructions

Instructions

1. To ensure accurate records are kept, please provide all of the information requested on your CEU Card. Incomplete cards will be returned to the owner or discarded if a mailing address or email are not provided.
2. Include your name, your organization, and your address. Please indicate which address you are providing.
3. Your email address is required to process your CEU.
4. Include the Program Title and Dates.
5. If you do not attend the entire program, please list days of attendance or hours of attendance in the Program/Course Date section.

Return completed cards with payment by mail or email to:

Center for Conferences
250 Continuing Education Facility
Iowa City, IA 52242-0907
conferences@uiowa.edu

Payment of \$10 per person

*If CEU's were included in your conference registration payment, please submit your card directly to your program coordinator, as you will not need to submit the \$10 fee.

Cash enclosed Check enclosed (made payable to The Center for Conferences)

Master Card Visa Discover

Credit Card Number _____ - _____ - _____ - _____ Exp. Date _____

Name on Card _____ 3 Digit Code _____

Billing Address _____ Zip Code _____

Contact Us

Please contact our office with questions at 319-335-4141 or conferences@uiowa.edu. Please direct your questions to the CEU Manager.

