

# LEARNING & DEVELOPMENT

## Recertification Unit (RU) Documentation Form

This form may be used to document Recertification Units (RUs) for attendance at technical training, an industry-related technical course, or for presenting a technical paper at a national, regional, or local conference. Please fill in the following information and have the event organizer or instructor sign the form.

Event date: \_\_\_\_\_ Duration of Attendance: \_\_\_\_\_

Member name: \_\_\_\_\_

Member email: \_\_\_\_\_

SCTE•ISBE member ID: \_\_\_\_\_

Course/presentation title: \_\_\_\_\_

Course/presentation sponsored by: \_\_\_\_\_

Organizer/instructor name: \_\_\_\_\_

**Organizer/instructor signature:** \_\_\_\_\_

(If unable to get the organizer/instructor signature, please get the signature of your boss or a chapter leader.)

*I certify that the above information is true.*

Member signature: \_\_\_\_\_

You need to select session(s) that are appropriate to your certification level. SCTE•ISBE will make the final decision as to relevance of the submission to SCTE•ISBE Certifications. If you have questions, please contact SCTE•ISBE for rules and specific course/presentation approval.

### Submit form:

SCTE•ISBE

Attn: Certification

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