



UTAH VALLEY UNIVERSITY

**Instructions:**

Please send completed form and \$25.00 payment to Utah Valley University Community Education, 800 West University Pkwy, MS-147, Orem, UT 84058. This form may also be faxed to 801-863-8968 or emailed to ce@uvu.edu.

All checks should be made out to UVU. Credit card payments are only accepted over the phone at our main office number: 801-863-8012.

After submitting your form and payment, please allow two weeks for processing. You will then be emailed a certificate that lists your CEUs and corresponding clock hours & quarter hours. Official transcripts (not included) only list CEUs, not clock/quarter hours.

**CEU APPLICATION FORM**

Submit this form to request CEUs for a noncredit course. **This does not include a transcript.** Contact the Records Office to order a transcript once your CEUs have been awarded.

**STUDENT INFORMATION:** (please print)

Name: \_\_\_\_\_  
Last First Middle Initial

\*Birth date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_  Male  Female

Address: \_\_\_\_\_  
Street City State Zip Code County

Home Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

\*\*Email Address: \_\_\_\_\_

Have you ever attended UVU?  Yes  No If yes, what is your UV ID number: \_ \_ \_ \_ \_

**\*Birthdate is required for CEU processing.**

**COURSE INFORMATION:** (please print)

Course Title: \_\_\_\_\_ Begin/End Dates: \_\_\_\_\_

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**Office Use Only:** Term \_\_\_\_\_ CRN \_\_\_\_\_ CEUs \_\_\_\_\_  Entered  Graded  
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