

Continuing Education Tracking Log

License Expiration Date: _____ Renewal Cycle¹: _____

Licensees are required to complete 15 hours of approved continuing education (CE) courses, including two hours of ethics, two hours of cultural competency or a combined total of two hours of both ethics and cultural competency, taken within the annual renewal cycle.

This form is provided as a courtesy to assist in tracking continuing education courses. Do not submit this form to the Bureau.

Date Completed	Course Name	Course Provider	Hours

Total Hours Completed: _____ **Ethics Hours Completed:** _____ **Cultural Competency Hours Completed:** _____

¹ Annual renewal cycles start the day after the license expires and end the following license expiration date.

Example: License Expiration: March 31 Annual renewal cycle: April 1 – March 31 of each year

Renewal cycles for new licensees begin on the date of license issuance and end on the first license expiration date.