

For CEU credit, the following is mandatory:

- 1) Have your P.E. License Number with you at the presentation.
- 2) You must sign in at the CEU spreadsheet.
- 3) At the conclusion of the session, you must ALSO sign out at the CEU spreadsheet.
- 4) Have your check for \$20 payable to the IEEE Consultants Network of Long Island.
- 5) Show your name, show the session date as Y Y M M D D and show the session title.

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You would be astonished to see how many P.E. licensees forget to have their license number on hand!! Be sure that you have yours with you when you come.

You don't need to sign into the building at Briarcliffe, but for CEU credit, 1) you must sign in at the CEU spreadsheet before the session begins, 2) you must sign out at the CEU spreadsheet when the session is over and 3) you must fill out an evaluation form when the session is over.

That evaluation form is the means by which you will be sent your CEU credit.

Don't forget to do all three!!

Please prepare your check per the above example. It makes things ever so much easier for the LICN treasurer and we do want to take very good care of that man.

See you there.