**Continuing Education Activities Reporting Form**

**Name**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **OSBGE Registration #**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (e.g. G0000, E0000)

**Renewal Date** (mm/dd/year): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Renewal Period** (e.g. mm/dd/year– mm/dd/year): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supporting documentation is required for all CE activities credit (hours) claimed on this log. You need to be prepared to submit the log and the supporting documentation for Board review upon request. You do not need to submit the log and supporting documentation with your annual renewal request. Refer to the Board’s rules for continuing education (CE) activities in OAR Chapter 809 Division 25 and the Board’s Guidelines for Continuing Education Activities for details. These are available @: <https://www.oregon.gov/osbge/>

This form can be modified as needed to document your particular CE activities. Please list activities in chronological order.

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| --- | --- | --- | --- | --- | --- | --- |
| **Activity Date**  **(mm/dd/year)** | **Sponsored or**  **Self-Directed** | **Activity (Title/Type)** | **Activity Sponsor/Address/Instructor Name or Other Pertinent Details** | **Activity Location (Place/Online/Etc.)** | **Activity Time**  **(Duration)** | **Credits Claimed (Hours)** |
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| **Credits (hours) claimed for this renewal period** | | | | | |  |
| Track on separate log or submit Board audit letter. **Any credits (hours) carried over from previous renewal period** | | | | | |  |
| 8 hr. required per renewal period **Total credits (hours)** | | | | | |  |
| **Credits (hours) to be carried over to next renewal period** | | | | | |  |