

## 2020 PCEU Form

- Participation CEU credits (PCEUs) are a type of AACM CEU credit for participation in AACM activities.
- Available to CAAM/CAASP-certified individuals in their 2<sup>nd</sup> certification period and beyond.
- 27 CEUs total required; no more than 9 of these can be PCEUs.
- No PCEU credit can be earned by CAAM/CAASP-certified individuals in their 1<sup>st</sup> certification period.
- YOU are responsible for ensuring your participation is properly recorded for all PCEUs. Credit will not be granted without proper documentation of attendance/participation.  

Once participation, attendance and qualification has been verified by AACM, PCEUs will be recorded as CEUs on the CERTS website.
- Requests will be accepted only after the activity/event has been completed, up to 60 days after the event. All requests must be submitted before end of current certification period.

Name \_\_\_\_\_

Company \_\_\_\_\_

### AACM Activity or Event (choose ONE per request form):

- |  |         |
|--|---------|
| <input type="checkbox"/> Professional Standards Committee  | 2 PCEUs |
| <input type="checkbox"/> AACM Course Writing Subcommittee Member   | 2 PCEU  |
| <input type="checkbox"/> Instructed AACM Class   | 1 PCEU  |
| <input type="checkbox"/> AACM Committee Member<br>(Legislative, Education, Outreach, Events, Membership, SAAC) | 1 PCEU  |
| <input type="checkbox"/> AACM Day at the Capitol   | 1 PCEU  |
| <input type="checkbox"/> AACM Outreach Community Clean-Up Project  | 1 PCEU  |
| <input type="checkbox"/> AACM Luncheon   | 1 PCEU  |

Date Activity Completed \_\_\_\_\_

I certify that I have completed the requirements for the above PCEU request.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Requested:

## PCEU Requirements

### AACM PSC

- \* Miss no more than 3 meetings per year; attendance will be tracked by the AACM Team.
- Must complete the full Committee year to earn credit. Credit given at end of PSC year.

### AACM Committees – Education, Outreach, Marketing, SAAC

- Miss no more than 3 meetings per year; attendance tracked by the AACM Team.
- Must complete full Committee year to earn credit. Credit given at end of committee year.

### Course Writing and Instruction

#### *Instruct a class*

- If instructor has not earned CEU credits for this course already, they can earn 3 CEUs for “attending” at no charge per standard policy.
- Credit given after CAAM-certified individual has attended the entire scheduled class time as instructor (no credit for partial attendance).

#### *Participate on a course writing subcommittee*

- Credit given after course has been approved by Professional Standards Committee.

### Maximum PCEU credit per year

- Maximum 3 PCEU credits per calendar year.

