Pennsylvania Council of Children, Youth & Family Services Training Institute
3425 Simpson Ferry Road, Suite 201, Camp Hill, PA, 17070
Phone: 267-519-5308 Email: webinars@pccyfs.org

Continuing Education Unit (CEU) Request Form

Please fill out this form in its entirety and return it to: **PCCYFS, 3425 Simpson Ferry Road, Suite 201, Camp Hill, PA, 17070** or email to webinars@pccyfs.org if your agency is to be invoiced.

- Cost for CEUs per course is $10 for processing. Money orders or checks should be made out to: PCCYFS.
- A PDF copy of your CEU certificate will be e-mailed to you within 4 weeks. (If paying by check, CEUs will not be processed until payment is received)
- Please note that you may only apply for CEUs, Act 48 or CLE credits for courses where noted in the registration information. You may not receive more than one type of credit for a single course.
- PCCYFS will maintain electronic and on-site records for two years; after two years, records will be sent to storage. You may apply for CEUs only if the evaluation was completed in a timely manner.

The Pennsylvania Council of Children Youth & Family Services (PCCYFS) #SWPR004114 is approved by the Pennsylvania State Board of Social Workers, Marriage and Family Therapists and Professional Counselors to offer continuing education for social workers, marriage and family therapists and professional counselors. PCCYFS maintains responsibility for the program(s).

Act 48 credits are offered in partnership with the Capital Area Intermediate Unit.

☐ Please check here if you would like us to invoice your agency.

First Name Last Name Email Address

Agency Name and Address

Course Title Date of Course (MM/DD/YYYY)

License Type (LSW, LCSW, MFT, LPC, Act 48, CLE etc.) License Number

COPY OF CHECK HERE

Updated March 2021