

Receiving Continuing Education Units (CEUs) from IAAO Conference Sessions

To receive CEUs for sessions viewed during conference:

- For a single registrant watching alone:
 - Access the session on the IAAO Conference website per the login instructions provided. A timer automatically tracks how long you participate in the session. Each session will have an assigned number to differentiate between them.
 - After the session, a report is automatically generated identifying your attendance and sent to IAAO. You will receive IAAO CEUs and nothing additional is required on your part.
 - For state CEUs,
 - Access the CEU request form in one of several ways:
 - Click the link to the form located in the “Resources” section of the virtual Conference website
 - OR
 - Click the link to the form located in the Conference section of the IAAO website
 - Complete the electronic CEU request form, and click Submit. You will receive an email with the form attached. Be sure the form is complete and remit to your state per their instructions.
- For groups and watch parties, during conference:
 - Each participant will need to have registered for conference.
 - Each coordinator of a group/watch party will need to inform the IAAO Professional Development Department in advance of conference that they intend to hold a group/watch party event by emailing Heather Moser moser@iaao.org. The coordinator will be emailed a Conference Attendance sheet.
 - The watch party coordinator will complete and sign the Conference Attendance Sheet confirming the attendees who were present at the session(s), and email the completed roster to conferenceCEUs@iaao.org.
 - COORDINATORS: PLEASE CONFIRM ATTENDEES FOR EACH SESSION. DISCREPANCIES COULD CAUSE PARTICIPANTS TO NOT RECEIVE CEUs. Thank you!
 - Anyone (including group/watch party attendees) who wish to watch sessions and receive CEUs post-conference will need to follow the instructions below.

To receive CEUs for sessions viewed [post-conference](#):

- For all registrants requesting IAAO and/or state CEUs:
 - Click on the recording of the session in the On-Demand section of the IAAO Conference website.
 - Each recorded session provides a distinct 4-digit CODE that will be identified within the session. The CODE is required on the CEU form for EACH session viewed so make a note of it.
 - For IAAO and state CEUs,
 - Access the Continuing Education (CE) request form in one of several ways:
 - Click the link to the form located in the “Resources” section of the virtual Conference website
 - OR
 - Click the link to the form located in the Conference section of the IAAO website
 - Complete the electronic CEU form including the CODE from the recorded session, then click Submit. The form will be submitted to IAAO for CE credit. You will also receive an email with the completed form attached.
 - For state CEUs, print the form that was emailed to you. Be sure the form is complete and remit to your state per their instructions.
 - Please note: IAAO Conference 2020 attendees are eligible to receive IAAO CEUs by remitting electronic forms through 12/31/20.