



**Teach Every Nation Continuing Education Unit Request Form**  
(Please type or print neatly in ink)

First Name \_\_\_\_\_ Last Name: \_\_\_\_\_ Practitioner ACSI ID# \_\_\_\_\_

[All teachers in ACSI member schools have a virtual professional profile (VPP). A teacher may obtain his or her practitioner ID# by logging in to his or her VPP at my.acsi.org.]

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZipCode: \_\_\_\_\_ Country \_\_\_\_\_

Work Telephone: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_\_ Home Telephone: ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_\_

Email Address : \_\_\_\_\_ (Used only for CEU Purposes.)

Title of CEU Course Completed: \_\_\_\_\_

Date Completed: \_\_/\_\_/\_\_\_\_ Class or Viewing Location (City and State): \_\_\_\_\_

**Student:** Please ask the course leader or facilitator to fill out the information below. If you did not attend a class and watched this course online or via DVD instead, then a school administrator, teacher, or church leader (pastor, elder, deacon, teacher, small group leader, or Bible study leader) must verify that you have taken the course and completed the workbook.

**CEU class leader or verifying school administrator, teacher or church leader, please fill out the information below:**

**Initial One:** (A) \_\_\_\_ I taught, led or facilitated this course, OR (B) \_\_\_\_ I am verifying the student's self-study.

*I hereby verify that the person above has attended or watched all of the CEU course above and completed the accompanying workbook, and that all of the information on this form is true and correct.*

**Name** (please print): \_\_\_\_\_ **Position:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_/\_\_/\_\_\_\_ **Email:** \_\_\_\_\_

(You may leave the email blank if you prefer not to be notified when the CEUs have been awarded.)

**Student or Instructor:** Complete this form and mail it along with a \$10 processing fee for the above student/course to **Teach Every Nation CEU, 300 Townpark Drive, Bld#1 Suite 190, Kennesaw, GA 30144**. Make the check or money order payable to Teach Every Nation, Inc. We will notify both the student and the course leader or verifier after the CEU units have been uploaded. After that, the student may login to his or her VPP to print out a course completion certificate. If the student does not have a practitioner ID#, we will email the student a certificate and notify the course leader or verifier of this. **Questions?** Email Jill Milligan at [jill@teacheverynation.org](mailto:jill@teacheverynation.org) or call her at 404-410-6405.

**For TEN Office Use Only:**

CEU Provider Name: Teach Every Nation Provider Type: Organization Provider ID: P5222  
CEU Type: Biblical Studies ASCI CEU Course #: \_\_\_\_\_ Total CEU's Awarded: \_\_\_\_ Paid: \_\_\_\_  
Date CEU's Uploaded: \_\_/\_\_/\_\_\_\_ Date Notified by Email: \_\_/\_\_/\_\_\_\_.