



## **INSTRUCTIONS FOR OBTAINING CEUs FOR MRT® TRAINING:**

1. COMPLETE ALL FIELDS ON THE ATTACHED FORM EXCEPT THE INSTRUCTOR SIGNATURE AND DATE LINE.
2. RETURN TO CCI OFFICE FOR TRAINER SIGNATURE VIA\*:  
  
EMAIL - [SYDNEY@CCIMRT.COM](mailto:SYDNEY@CCIMRT.COM)
3. ALLOW 5-7 BUSINESS DAYS FOR YOUR TRAINER TO COUNTERSIGN THE DOCUMENT. YOUR CCI ACCOUNT MANAGER WILL EMAIL YOUR FULLY EXECUTED DOCUMENT FOR YOU TO SUBMIT DIRECTLY TO LSUS WITH YOUR \$15.00 PAYMENT PAYABLE TO LSUS PER INSTRUCTIONS ON THE FORM. LSUS WILL NOT ISSUE CEUs WITHOUT CCI TRAINER VERIFICATION PER THIS PROCESS.

QUESTIONS? EMAIL [CCIMRT@CCIMRT.COM](mailto:CCIMRT@CCIMRT.COM) OR CALL 901-360-1564.

\*DIGITAL SIGNATURES ARE ALLOWABLE AND PREFERRED FOR FASTER PROCESSING.



# Continuing Education

One University Place, Technology Center, Shreveport, LA 71115-2399

Phone: 318.798.4177 Toll Free: 800.290.2378 Fax: 318.798.4175

Dear Participant:

Thank you for your interest in receiving Continuing Education Units (CEUs) for your participation in Moral Reconciliation Therapy Training received from Correctional Counseling, Inc. We are pleased to offer **Continuing Education Units** for this training program. You will receive .1 CEU for each hour of training you received. Per SACS guidelines by which LSUS is accredited, one (1) CEU represents 10 contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction, "i.e., 32 hours of training equals 3.2 CEUs.

**To receive your certificate, please complete the form below and return with a \$15.00 fee for each program you attend. This is in addition to any registration fees paid for the class. Make checks or money orders payable to LSUS and forward to:**

Division of Continuing Education  
Attention: Tulin Melancon, M.A.  
Louisiana State University in Shreveport  
One University Place, Technology Center, 131, Shreveport LA 71115

Upon receipt of form and fee, a certificate will be sent by return mail. The certificate will indicate the total CEUs earned as well as the total number of contact hours for the program. If you have any questions, please contact LSUS at (318) 798-4177 or email [Tulin.Melancon@lsus.edu](mailto:Tulin.Melancon@lsus.edu).

**PLEASE NOTE:** LSUS does not seek approval by any specific organizational continuing education credits. You may seek post approval.

**PLEASE PRINT CLEARLY** the name as you would like it to appear on your certificate.

Name: \_\_\_\_\_ DOB \_\_\_\_\_  
(Last) (First) (MI)

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

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email address: \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Agency: \_\_\_\_\_ State \_\_\_\_\_

Date Begin: \_\_\_\_\_ End \_\_\_\_\_ NO. Days \_\_\_\_\_ Total Hrs. \_\_\_\_\_

MRT 32 hr. Training \_\_\_\_\_ DV 32 hr. Training \_\_\_\_\_ 8 hr. Basic Review \_\_\_\_\_  
16 hr. Advanced MRT \_\_\_\_\_ 6.5 hr. Trauma Training \_\_\_\_\_ 13 hr. Trauma Training \_\_\_\_\_  
13 hr. Battling Shadows-Veterans, Trauma & PTSD Training \_\_\_\_\_  
8 hr. Guidelines for Adolescent MRT Groups Training \_\_\_\_\_

(NOTE: Information must agree with information received and signed by presenting agency before certificate will be processed.)

Participant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(I certify that I attended all hours of the Moral Reconciliation Therapy Training)

Instructor's Signature \_\_\_\_\_ Date \_\_\_\_\_  
I certify that the above named student attended all hours of the Moral Reconciliation Therapy Training.)