Professional Development Reporting Log

Electronic copies of this file can be downloaded for audit verification needs from https://www.wvpebd.gov/Continuing-Education

If you were contacted by the WV PE Board for audit, please reference the official Board correspondence for instruction. As noted, all hours claimed, including carryover awarded from your previous renewal, must be outlined in https://example.com/charge-contacted-by-the-WV PE Board for audit, please reference the official Board correspondence for instruction. As noted, all hours claimed, including carryover awarded from your previous renewal, must be outlined in <a href="https://example.com/charge-contacted-by-the-worker-contacted-by-th-worker-contacted-by-the-worker-contacted-by-the-worker-contacted-by-the-worker-contacted-by-the-worker-contacted-by-the-worker-contacted-by-the-worker-contacted-by-the-worker-contacted-by-the-worker-contacted-by-the-worker-contacted-by-the-worker-contacted

§7-1-10.7 of WV Laws, Rules, & Regulations: Recordkeeping. Each registrant is responsible for his or her own professional development activities. The registrant shall maintain the records to be used to support credits claimed for professional development activities. Records required include, but are not limited to: 1) a log showing the type of activity claimed, the sponsoring organization, the activity's location and duration, the instructor's or speaker's name, and the PDH credits earned; and 2) attendance verification records in the form of completion certificates, paid receipts or other documents supporting evidence of attendance. These records shall be maintained for three renewal periods. Copies of these records and supporting documentation may be requested by the Board for approval and verification purposes.

Begin Date	End Date	Continuing Education Activity and Sponsor	Location	Subject Matter	Presenter	# of PDH's
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PRINT ADDITIONAL PAGES AS NEEDED TOTAL CARRYOVER HOURS FROM PREVIOUS (MAXIMUM C					<mark>M PREVIOUS RENEWAI</mark> (MAXIMUM OF 15 PDHS	
TOTAL HOURS EARNED IN CURRENT RENEWAL TIMEFRAM (MINIMUM OF 30 PDHs REQUIRED BY LAW TO RENEW PE LICENSE)
CARRYOVER REQUESTED INTO NEXT RENEWAL (MAXIMUM OF 15 PDHs)						