## ATTENTION SOCIAL WORKERS!

## **CONTINUING EDUCATION UNITS (CEUs) DIRECTIONS**

The 2017 Poverty Matters! Conference is approved to offer CEUs for Social Workers by the University of Wisconsin-Madison School of Social Work. In order to receive your CEUs for attending the Poverty Matters! Conference, please follow the instructions below.

- 1. You must sign-in to each workshop that you attend. There will be a sign-in sheet available to you at the start of each workshop. Please fill it out accordingly. WISCAP will submit these sign-in sheets to the UW-Madison School of Social Work for proof of your attendance.
- 2. Fill out the CEU request form in your conference folder and **SUBMIT IT TO KASSIDY BERENS BEFORE THE END OF THE CONFERENCE**. These will be used to create the appropriate certificates for attendees and the UW-Madison School of Social Work will be able to send the certificates electronically.
- 3. Contact Kassidy Berens (WISCAP Office and Events Manager) at (608) 244-4422 or kberens@wiscap.org AND Amy Basel (UW-Madison School of Social Work Field Program Assistant) at (608) 263-4813 or basel2@wisc.edu with any questions.

