

Promotion of Continuing Education Activities

(Publicity/Flyer Requirements)

To provide a reliable basis for participants to select Continuing Education Activities that meet their personal learning objectives, **all** promotional material for activities offering RID CEUs are required to have **six** types of information:

1. The RID CMP and/or ACET logo. Copies of the logos will be provided for the RID Sponsor and may be reduced or enlarged to fit the design of the promotional materials.
2. The following paragraph:
UNC-DO IT Center is an Approved RID CMP Sponsor for Continuing Education Activities. This [Professional or General Studies?] program is offered for [#?] CEUs at the [Little/none, Some, Extensive or Teaching?] Content Knowledge Level.
3. Information on the objectives of the activity. This information may take a variety of formats and depth of detail.
4. Information on the refund and cancellation policy of the Sponsor. It is acceptable to print contact information to learn of these policies, rather than the entire policy.
5. The target audience, as described in the Continuing Education Activity Plan.
6. A solicitation request for reasonable accommodations.

Accessibility:

In conformance with local, state, provincial, and federal statutes regarding disabilities, activities and facilities shall be accessible to all individuals.

Refund and Cancellation Policies:

The workshop CEU administrator shall have on record the policies and procedures for refund in the event of cancellation by the registrant. The workshop CEU administrator shall publish this policy or information on how to learn of the policy.