



School Social Work  
Association of America



## 2023 National Conference CEU Processes and Procedures

*Please read the following important information in its entirety.*

### General CEU Information

This program will be eligible for **up to 17.5 Continuing Education Contact Hours**. Details regarding CE credits are listed on the conference app per session listing. SSWAA expects the highest ethical practice of our attendees. SSWAA follows the guidelines set forth by ASWB-ACE, and therefore, in order to obtain CE credits, attendees are expected to attend the full session. Attendees who arrive more than 5 minutes late or who miss a significant portion of the workshop will not receive credit.

### Conference Event App

Please download the **Conference Event App**. It features speaker details, handouts, and sponsor and exhibitor information. Evaluations and CE awards will also be done through the App. SSWAA encourages all participants to use the **FREE** App. The App can be accessed via your mobile device and/or via a computer. After the event, you will be able to download a certificate of participation as well as a listing of the sessions attended. *\*The Conference App username should be the email address associated with your conference registration.*

### Receiving CEs for the in-person conference, March 29-April 1, 2023

To receive CE credit:

- Select the session you are attending via the Conference App and enter code
- At the end of the discussion time, the SSWAA Board Member Moderator will give you a session code to input into the conference app
- You will need to enter the code and complete the evaluation to receive credit
- Upon completion of the code & evaluation, your attendance will be validated
- All CEs for sessions attended will be tracked via the Conference App
- After the conference is over, you can print (and/or save it as a pdf) your CE report and your certificate for the sessions attended by going to the "My CEs" icon in the App

*\*Please note that all session codes and evaluations must be input **within 24 hours** of the end of the event (by April 2, 5:00pm Eastern Time/ 3:00pm Mountain Time.)*

**IMPORTANT NOTE:** *It is the participant's responsibility to maintain CE records needed for licensure. Attendees have 30 days to download a free copy of their CE records. All transcript requests made after the May 2nd deadline will be subject to a \$25 fee per transcript.*

School Social Work Association of America, 1789, is approved to offer social work continuing education by the Association of Social Work Boards (ASWB) Approved Continuing Education (ACE) program. Organizations, not individual courses, are approved as ACE providers. State and provincial regulatory boards have the final authority to determine whether an individual course may be accepted for continuing education credit. School Social Work Association of America maintains responsibility for this course. ACE provider approval period: 7/27/2022-7/27/2023.