

CERTIFICATE OF COMPLETION

MICHIGAN INSTITUTE FOR EDUCATIONAL MANAGEMENT

This certificate is for your records only. SB-CEUs are not valid unless the bottom portion was signed and returned to the workshop monitor at the conclusion of the program. Certificates cannot be returned through the mail. Transcripts are available at a cost of \$3.00 by written request to the Michigan Institute for Educational Management, 1001 Centennial Way, Suite 300, Lansing, MI 48917. Requests must include your name and return address.

Workshop Title: **Recruiting, Hiring, Retention of Employees** Date: **March 8, 2007**

Location: _____

Approval # **20061964-1** SB-CEU **0.3**

Daniel G. Pappas

Daniel G. Pappas, Executive Director



ADVISORY: It is a criminal offense to use or attempt to use a State Board of Education Continuing Education Unit transcript or certificate of completion that is fraudulently obtained, altered or forged to obtain a teacher, school administrator, or school psychologist certificate, or other State Board approval.



To receive proper credit, the bottom portion of this form must be completed in full and returned with your evaluation to the monitor at the conclusion of the workshop.

Workshop: Recruiting, Hiring, Retention of Employees Date: March 8, 2007

Location: _____

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Please Circle which Certification Program to apply this class to if applicable.

BOM BOS CFD CFO CFS CTD HRS SAPC SPS STM

Participant's Name (please print) _____

District _____

Address _____

City _____ State _____ Zip _____

Position _____ Phone _____ Email _____

Participant's Signature _____

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