

# CERTIFIED COUNSELOR TRAINING CONTINUING EDUCATION UNITS



ATTENTION COORDINATORS/TRAINERS: This form contains specific instructions for awarding Continuing Education Units to your program participants. At the conclusion of your program, please mail this form to: The Lampo Group, Inc., C/O: CE/T Group, 1749 Mallory Lane, Brentwood, TN 37027. Please print clearly.

daveramsey.com  
phone: 888.22.PEACE  
fax: 615.371.5007

**DO NOT LOSE THIS SHEET—HAVE IT COMPLETELY FILLED OUT AT THE CONCLUSION OF THE PROGRAM! BE SURE TO OBTAIN AND KEEP A FILLED-OUT COPY FOR YOUR RECORDS!**

APPLICANT INFORMATION	PROGRAM DIRECTOR INFORMATION
Name: _____	Name: _____
Preferred Contact Number: _____	Preferred Contact Number: _____
Street Address: _____	Street Address: _____
City/State/ZIP: _____	City/State/ZIP: _____

**PURPOSE:** The Lampo Group, Inc. offers continuing education units (CEUs) for its Financial Peace programs, seminars and workshops as an Authorized Provider of the International Association for Continuing Education and Training (IACET).

**REQUIREMENTS:** In order to be awarded CEUs for *Certified Counselor Training* (CCT) you must attend the program sessions; be present and participate during each session that you attend; and complete any assigned out-of-class reading and exercises.

**CREDITS AWARDED:** One-tenth of one CEU will be awarded for each hour of participation, based on an estimate of one-half hour of outside preparation for every one hour spent in class. The CEUs you will receive will be reduced in proportion to the percentage of the program sessions that you actually attend. You must attend at least 80 percent of the scheduled program sessions to be awarded any continuing education units. The class hours you attend, multiplied by .15, will equal the CEUs you will earn.

**PARTICIPATION:** You and the *Certified Counselor Training* program director will note your attendance and participation on this application. You must participate in discussions and exercises, and complete all workbook and reading assignments.

**REQUIRED FORMS:** This application is the only form you will need. The CCT program director may provide one for you, or have one you can copy and use. If one is unavailable, you may download one by going to daveramsey.com, or you may order one by phone from the Lampo Continuing Education/Training Group at the telephone number shown below.

**INSTRUCTIONAL METHODS:** *Certified Counselor Training* is taught by Dave Ramsey in person and on DVDs and CDs, aided by the CCT program director and others of the Lampo staff. You will complete exercises in an approved workbook, read portions of Dave Ramsey's books, and participate in practice sessions relating to personal finance and financial counseling.

**AWARDING OF CEUS:** At the conclusion of the *Certified Counselor Training* program, return the signed and filled-out application to the CCT program director or his/her designee, who will finish filling it out and make two copies—one for you and one for Lampo. A certificate awarding you the appropriate number of CEUs will be given to you. The original of this application will be sent to Lampo's Continuing Education/Training Group for use in establishing your permanent record. If you are not entitled to receive any CEUs, you will be told why and you will be given specific suggestions for correcting that situation.

**RIGHT TO PRIVACY:** You have a right to privacy with regard to your progress in meeting the CEU requirements. The program director will not reveal to any third party any information regarding your CEU application or its resolution. Your record will be secured and will be accessible only to the administrative staff of the Lampo Continuing Education/Training Group.

**RECORD RETENTION AND RELEASE:** A separate permanent record (your name, address, telephone, password, the beginning and ending dates of your CCT program, the name and contact information of the program director, and the number of CEUs you earned) will be generated upon receipt by Lampo of this fully executed application. It will be retained seven calendar years, not including the year in which the CEUs were earned. Upon receipt of a signed request containing your name, address and selected password, as well as the program dates and your program director's name, Lampo will, within 30 days, furnish to you or your designee a copy of your record, signed or attested to by an authorized CE/T Group staff member.

**YOUR PASSWORD:** You must select and enter on this form a password, which may consist of as few as six and as many as 12 letters and numbers. Once you have been awarded CEUs and a permanent record has been established, this password must be used by you or your designee when requesting access to that permanent record from the Lampo CE/T Group staff.

**PROPRIETARY INTERESTS:** Dave Ramsey directly benefits from the profits generated by the sale of Financial Peace materials.

**BEFORE SIGNING THIS DOCUMENT, MAKE SURE YOU HAVE READ IT IN ITS ENTIRETY.**

CEU Applicant's Signature \_\_\_\_\_

CCT Program Director's Signature \_\_\_\_\_

Date of Application \_\_\_\_\_

Applicant's Password \_\_\_\_\_

CEUs Awarded \_\_\_\_\_

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date of Award

Class Code (if applicable) \_\_\_\_\_



The Lampo Group, Inc. has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 8405 Greensboro Drive, Suite 800, McLean, VA 22102. In obtaining this approval, the The Lampo Group, Inc. has demonstrated that it complies with the ANSI/IACET Standards which are widely recognized as standards of good practice internationally. As a result of their Authorized Provider membership status, The Lampo Group, Inc. is authorized to offer IACET CEUs for its programs that qualify under the ANSI/IACET Standards.