

UC San Diego Center for Mindfulness Continuing Education Co-Sponsorship Program

For Certified MBSR Teachers

Continuing Education Credit Co-Sponsorship Program is available to all Certified MBSR teachers who wish to offer the CE credit when they teach an 8-week MBSR Course.

Program Enrollment Fee: \$200/year/organization CE Fee: \$30/participant

Please register to enroll in our CE Co-Sponsorship program: https://na.eventscloud.com/cecosponsorship-mbsr

After you register, please review the <u>webpage</u>, download the necessary documents to fill out the CE Co-Sponsorship Pre-Course Application Form. Upon completion of your course, you must submit an online CE Co-Sponsorship Post-Course Application Form within 2 weeks after the course completion.

Pre-Course Application Form & Required Materials

Upon enrolling in our CE Co-sponsorship Program, please submit the <u>CE Co-Sponsorship Pre-Course Application Form</u> at least 7 days prior to the start of the course.

Following documents/forms are required to complete the Pre-Course Application Form.

- Attendance Sheet and Sign-in Sheet
 - Weekly Sign-in sheet to be signed by all participants. License information is required for participants who are requesting to obtain CE credit.
- Promotional Materials with Official CE statement
 - Promotional materials should include MBSR course description, objectives, dates and location of the course, course fees and teacher(s)' bio(s). Promotional materials are web pages, flyer, and email announcement.
- CE Certificate
 - \circ $\,$ CE credit for 8-week MBSR: 27.0 for APA and 32.0 for BRN $\,$
- Evaluations
 - If you have a paid version of SurveyMonkey, please request to get a MBSR course evaluation copy by emailing Noriko Harth (<u>nmorita@health.ucsd.edu</u>) with your SurveyMonkey username. We can send you a copy of the MBSR Course Survey template you can modify to send to your course participants. If you do not have a paid version of SurveyMonkey, please download the sample evaluation form.

Post-Course Application Form & Required Materials

Upon completion of your course, you must submit an online <u>CE Co-Sponsorship Post-Course Application Form</u> within 2 weeks after the course completion. After you submit the Post-Course Application Form and required materials, please email <u>nmorita@health.ucsd.edu</u>. CE fees will be charged to your credit card we have on file.

Following documents/forms are required to complete the Post-Course Application Form.

• Scanned Attendance Sheet and Sign-in Sheet

- Weekly Sign-in sheet signed by all participants. License information is required for participants who obtained CE credit
- Evaluations

Please submit a summary of evaluations.