

**RETURN THIS FORM TO CHAIR OF CONTINUING EDUCATION  
COMMITTEE BY AUGUST 1**

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Guidelines for Personnel Policy: C.E.U. Requirements  
July 1 – June 30 of each year

Every priest working in full-time ministry in the Diocese of Crookston is required to participate in a retreat and in at least 20 hours of continuing education each year. The chair of the Continuing Education Committee will be responsible for determining what fulfills this requirement. Every priest is expected to inform the Chair by this form of how he has fulfilled these requirements. The Bishop (or his delegate) is responsible for reviewing these records and discussing their responsibilities with those who have not fulfilled the requirement.

**Name:** \_\_\_\_\_

**Year of ordination:** \_\_\_\_\_

RETREAT

I made my retreat between July 1 – June 30:

\_\_\_\_\_ June Diocesan Spring Retreat

\_\_\_\_\_ Other

Place: \_\_\_\_\_

Dates: \_\_\_\_\_

Director/Formats: \_\_\_\_\_

EXTENDED FORMATION PROGRAM

\_\_\_\_\_ I am interested in pursuing a sabbatical in the next few years and wish to hear more about options. (See pages 152 & 152A for more information.)

**CONTINUING EDUCATION UNITS: C.E.U.'S**

\_\_\_\_\_ Diocesan Spring Clergy Days: 12 C.E.U.'s

Other programs: List here the courses, conferences, workshops, or other types of programs which you have participated in during the past year. The number of hours may be determined by counting the actual number of clock hours spent at lectures, presentations, or formal group activities. If you have questions about what may apply as C.E.U.'s, please consult page 152B or the Diocesan Policy Manual.

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Event:

Location:

Dates:

#C.E.U. Hours:

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Event:

Location:

Dates:

#C.E.U. Hours:

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Event:

Location:

Dates:

#C.E.U. Hours

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Event:

Location:

Dates:

#C.E.U. Hours

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