



## KANSAS STATE BOARD OF TECHNICAL PROFESSIONS

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### CONTINUING EDUCATION AUDIT REPORT FORM FOR TWO YEAR REPORTING PERIOD

Name: \_\_\_\_\_ Kansas License #: \_\_\_\_\_

<b>Profession</b>	<b>Renewal Period</b>
Landscape Architect	January 1 – December 31
Professional Surveyor	April 1 – March 31
Professional Engineer	May 1 – April 30
Professional Geologist	July 1 – June 30
Architect	July 1 – June 30

Kansas law requires that each licensed professional in the state of Kansas must meet continuing education requirements as a condition for renewal. Please refer to K.A.R. 66-6-6 for the regulation in its entirety.

#### **Instructions:**

List Continuing Education activity on the chart in chronological order. **You must attach copies of documentation to substantiate your claims on this form for 30 PDHs.** See the KSBTP Continuing Education Guidelines for additional information on acceptable documentation.

Each licensee must complete 30 PDHs. Licensees in more than one profession are required to acquire 20 PDHs for each profession.

Each Professional Surveyor shall complete two (2) PDHs of continuing education on the KANSAS MINIMUM STANDARDS, as adopted by reference in K.A.R. 66-12-1, in each two-year renewal period. See K.A.R. 66-14-1 for Continuing Education Requirements.

Keep original documentation for your own records.

If using carry-over hours from the previous reporting period, you must clearly indicate as such and **provide the Continuing Education Audit Report Form and supporting documentation for all PDH's claimed during the previous audit period.**

Date of Activity	Title/ Presenter's Name	Sponsoring Organization	Type of Documentation Submitted	PDHs Claimed	<i>Office Use Only</i>
<b>TOTAL PDHS CLAIMED (Not to exceed 30)</b>					
<b>I HEREBY CERTIFY THAT ALL STATEMENTS IN THIS FORM ARE TRUE AND CORRECT.</b>					
<b>Affix your seal and signature here</b>					