

CES Partner Arrangements

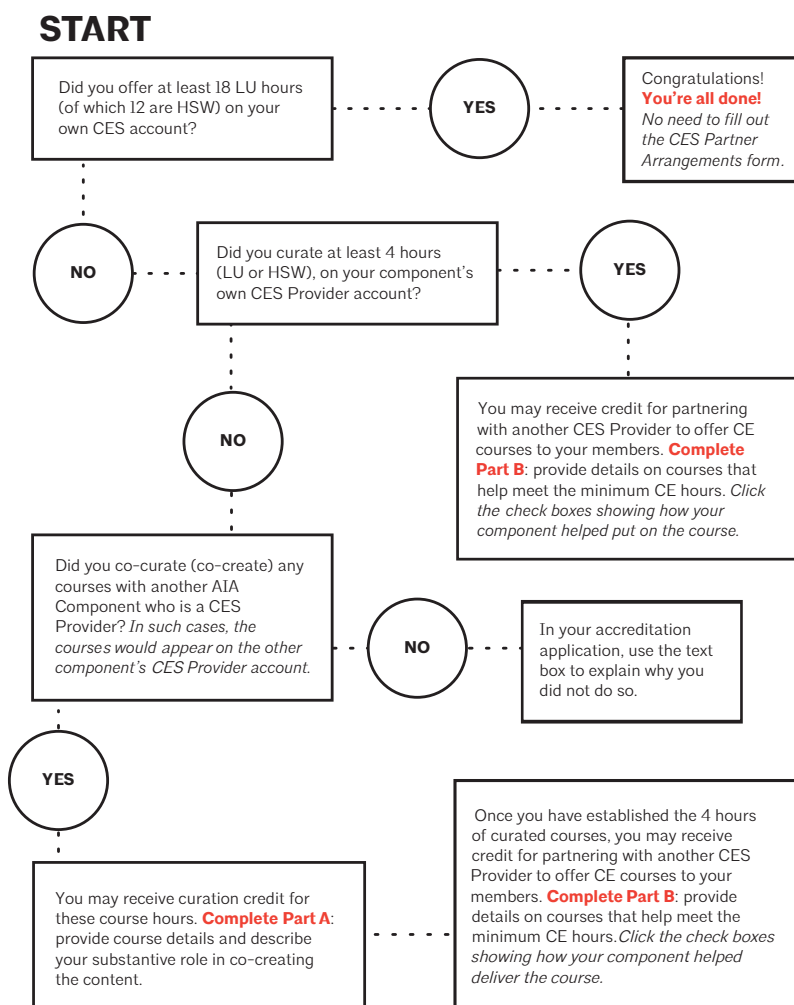
Use this form to record when you coordinated with another CES Provider to offer your members courses throughout a calendar year. Just include enough courses to bring your yearly total up to 18 LU hours (including 12 HSW), when added to courses your component entered in your CES dashboard.

DETERMINE FORM REQUIREMENTS

First, look at your component's CES Provider account data. In 2021, you offered:

- ☐ LU How many? ____
If under 18 hours, enter the number of LU hours needed to reach 18: ____
- ☐ HSW How many? ____
If under 12 hours, enter the number of HSW hours needed to reach 12: ____

Next, reference the decision tree below to determine your next steps for receiving credit for the CE hours your component provided to members.



Part A: Courses curated w/ another AIA component

PART A:
COURSE 1

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial

Please provide details of your contributions to the course content:

PART A:
COURSE 2

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial

Please provide details of your contributions to the course content:

**PART A:
COURSE 3**

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial

Please provide details of your contributions to the course content:

**PART A:
COURSE 4
(MAX
QUANTITY
ALLOWED)**

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial

Please provide details of your contributions to the course content:

Part B: Courses w/ any CES Provider

**PART B:
COURSE 1**

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)

**PART B:
COURSE 2**

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)

PART B:
COURSE 3

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)**PART B:**
COURSE 4

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)

PART B:
COURSE 5

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)**PART B:**
COURSE 6

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)

**PART B:
COURSE 7**

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)

**PART B:
COURSE 8**

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)

PART B:
COURSE 9

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)**PART B:**
COURSE 10

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)

PART B:
COURSE 11

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)**PART B:**
COURSE 12

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)

PART B:
COURSE 13

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)**PART B:**
COURSE 14

Course number _____ Course name _____

Provider number _____ Provider name _____

Course date _____ Location (city, state) _____

Hours _____ ☐ LU ☐ HSWWe provided: ☐ Content ☐ Presenter ☐ Promotion ☐ Venue ☐ Financial☐ Other (please explain)