

AHACPA Group-Internet Course

Date: _____

Sign In/Sign Out

This form must be completely filled out before CPE credit and certificates will be issued.

NAME please print	EMAIL please print	SIGNATURE	TIME IN	TIME OUT

REQUIRED Tracking for Groups: In situations where small groups view a course together, it is not necessary for each person to respond to the polling questions. The person logged into the program may respond to the polling question on behalf of the group. **There must be an individual in the group monitoring active participation.** This form must be returned to AHACPA before CPE certificates will be issued. CPE certificates will only be issued to participants who have registered for the course.

REQUIRED: Signature of person tracking attendance for group: _____

Return completed form to info@ahacpa.org