



# STATE OF SOUTH CAROLINA DEPARTMENT OF CONSUMER AFFAIRS

## CONTINUING PROFESSIONAL EDUCATION (CPE) REPORTING FORM

S.C. Code Ann. § 37-7-101 through - 122.

[www.consumer.sc.gov](http://www.consumer.sc.gov)

**Mailing Address**

P.O. Box 5757  
Columbia, SC 29250-5757

**Street Address**

2221 Devine St., Ste 200  
Columbia, SC 29205-2418

**DO NOT FAX THIS FORM**

**(An original, signed and notarized form is required)**

This form may be duplicated. **Print legibly or type information requested on the form in its entirety.** This form must be postmarked by **December 1<sup>st</sup>**. Each person submitting CPE must complete a separate Reporting Form.

1. Company Name: \_\_\_\_\_
2. Company License Number: \_\_\_\_\_
3. Your Legal Name: \_\_\_\_\_  
(Last) (First) (Middle)
4. Business Relationship or Title: \_\_\_\_\_
5. Counselor License Number (if applicable) \_\_\_\_\_
6. Work Telephone Number: ( ) - \_\_\_\_\_ 7. Fax Number: ( ) - \_\_\_\_\_
8. E-Mail Address: \_\_\_\_\_
9. **Course Information** (Attach additional page(s) as necessary).

	Provider	Course Title	Date(s) Attended	Hours Claimed
1.				
2.				
3.				
4.				

I swear or affirm and certify that I have completed and/or reviewed all information on this form and that all information contained herein is true, current and correct. I further certify that I understand that giving false information constitutes cause for denial or revocation of the application and subjects me to criminal prosecution for perjury. I acknowledge that I have a duty and agree to update and correct this information as it changes. Additionally, **I acknowledge that pursuant to S.C. Code 37-7-101 through -122, a criminal records check is required for all applicants.**

Signature \_\_\_\_\_

Type or Print your name \_\_\_\_\_

SWORN TO AND SUBSCRIBED before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

Notary Public For \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**The South Carolina Freedom of Information Act may require the Department of Consumer Affairs to release this form as a public record; however personal identifying information will be released only if required by law.**