



VCRA Voluntary Certified Court Reporter (CCR) Program CEU Carryover Request Form

Name _____

CCR Number _____

Email _____

Telephone _____

Cycle End Date _____

Number of CEUs to carry over _____

Guidelines:

Please read all guidelines before signing.

- You may carry forward up to 0.3 CEUs of any credits earned in excess of your current cycle requirements and apply them to your next cycle.
- Those excess CEUs must be earned in the last six months of a member's cycle.
- The excess CEUs must be submitted to VCRA for processing prior to the CCR's three-year cycle end date.
- Proof of CEUs earned must be submitted to the VCRA.

I hereby certify that the information submitted is accurate and truthful, and I further certify that I have read and understand the above guidelines.

Signature

Date

Submit form to ccr@vcra.net or mail to:
Virginia Court Reporters Association
PO Box 12317
Norfolk, VA 23541

(September 2020)