



# Recertification Submission Form

**RECERTIFICATION  
20 HOURS REQUIRED**

Complete & document below

The Digital Experience Institute (DEI) exercises due diligence to verify that persons sitting for the DES exam or submitting for DES recertification have accumulated the necessary clock hours or Continuing Education units (CEs).

**THESE HOURS MUST BE COMPLETED BY VIEWING CONTENT DIRECTLY RELATED TO THE PLANNING AND PRODUCTION OF DIGITAL EVENTS.**

<p style="text-align: center;"><b>ATTENDANCE DOCUMENTATION</b></p> <p style="text-align: center;">REGISTRATION CONFIRMATION      PAYMENT RECEIPT</p> <p>SESSION/EVENT HOST _____</p> <p>DATE COMPLETED _____</p> <p># OF HOURS _____</p> <p>SESSION TITLE OR DIGITAL EVENT _____</p>	<p>Description of Session/Event</p>
--	-------------------------------------

<p style="text-align: center;"><b>ATTENDANCE DOCUMENTATION</b></p> <p style="text-align: center;">REGISTRATION CONFIRMATION      PAYMENT RECEIPT</p> <p>SESSION/EVENT HOST _____</p> <p>DATE COMPLETED _____</p> <p># OF HOURS _____</p> <p>SESSION TITLE OR DIGITAL EVENT _____</p>	<p>Description of Session/Event</p>
--	-------------------------------------

<p style="text-align: center;"><b>ATTENDANCE DOCUMENTATION</b></p> <p style="text-align: center;">REGISTRATION CONFIRMATION      PAYMENT RECEIPT</p> <p>SESSION/EVENT HOST _____</p> <p>DATE COMPLETED _____</p> <p># OF HOURS _____</p> <p>SESSION TITLE OR DIGITAL EVENT _____</p>	<p>Description of Session/Event</p>
--	-------------------------------------

By typing my name below, I certify that I attended the activities described above and am entitled to claim \_\_\_\_\_ CE credit hours.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Optional: Fill out if needed

<b>ATTENDANCE DOCUMENTATION</b>  REGISTRATION CONFIRMATION      PAYMENT RECEIPT  SESSION/EVENT HOST _____  DATE COMPLETED _____  # OF HOURS _____  SESSION TITLE OR DIGITAL EVENT _____	Description of Session/Event
---	------------------------------

<b>ATTENDANCE DOCUMENTATION</b>  REGISTRATION CONFIRMATION      PAYMENT RECEIPT  SESSION/EVENT HOST _____  DATE COMPLETED _____  # OF HOURS _____  SESSION TITLE OR DIGITAL EVENT _____	Description of Session/Event
---	------------------------------

<b>ATTENDANCE DOCUMENTATION</b>  REGISTRATION CONFIRMATION      PAYMENT RECEIPT  SESSION/EVENT HOST _____  DATE COMPLETED _____  # OF HOURS _____  SESSION TITLE OR DIGITAL EVENT _____	Description of Session/Event
---	------------------------------

<b>ATTENDANCE DOCUMENTATION</b>  REGISTRATION CONFIRMATION      PAYMENT RECEIPT  SESSION/EVENT HOST _____  DATE COMPLETED _____  # OF HOURS _____  SESSION TITLE OR DIGITAL EVENT _____	Description of Session/Event
---	------------------------------

By typing my name below, I certify that I attended the activities described above and am entitled to claim \_\_\_\_\_ CE credit hours.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Optional: Fill out if needed

<b>ATTENDANCE DOCUMENTATION</b>  REGISTRATION CONFIRMATION      PAYMENT RECEIPT  SESSION/EVENT HOST _____  DATE COMPLETED _____  # OF HOURS _____  SESSION TITLE OR DIGITAL EVENT _____	Description of Session/Event
---	------------------------------

<b>ATTENDANCE DOCUMENTATION</b>  REGISTRATION CONFIRMATION      PAYMENT RECEIPT  SESSION/EVENT HOST _____  DATE COMPLETED _____  # OF HOURS _____  SESSION TITLE OR DIGITAL EVENT _____	Description of Session/Event
---	------------------------------

<b>ATTENDANCE DOCUMENTATION</b>  REGISTRATION CONFIRMATION      PAYMENT RECEIPT  SESSION/EVENT HOST _____  DATE COMPLETED _____  # OF HOURS _____  SESSION TITLE OR DIGITAL EVENT _____	Description of Session/Event
---	------------------------------

<b>ATTENDANCE DOCUMENTATION</b>  REGISTRATION CONFIRMATION      PAYMENT RECEIPT  SESSION/EVENT HOST _____  DATE COMPLETED _____  # OF HOURS _____  SESSION TITLE OR DIGITAL EVENT _____	Description of Session/Event
---	------------------------------

By typing my name below, I certify that I attended the activities described above and am entitled to claim \_\_\_\_\_ CE credit hours.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_