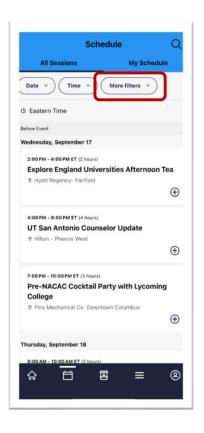
### Instructions to obtain CEs

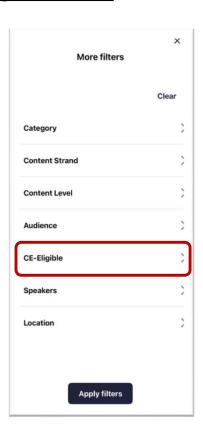
To obtain CEs and receive a CE certificate, attendees must submit a Session Feedback Survey found in the NACAC Conference app <u>for each eligible session</u>. Please ensure all surveys are submitted and all certificates have been downloaded by **Thursday**, **December 18**, **2025**, at **11:59** pm (ET).

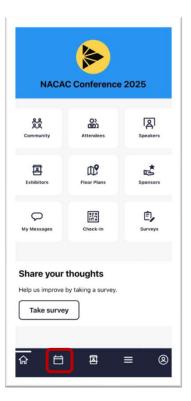
### **How do I find CE-eligible Education Sessions?**

CE-Eligible Education Sessions are tagged as such in the NACAC Conference events app.

- 1. From the home screen, please navigate to the schedule by clicking on the calendar icon on the bottom of your screen.
- 2. Click on 'More filters'
- 3. Click on 'CE-Eligible'
- 4. Check the box next to 'CE-Eligible'
- 5. You must add the session to your schedule to access the survey. The survey will be available at the conclusion of each eligible session.



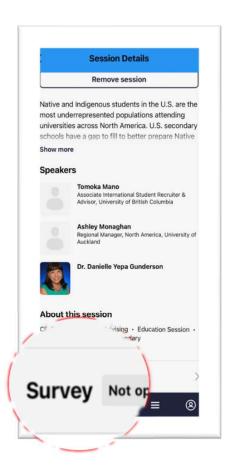






# When will Session Feedback Surveys be available for submission?

Session Feedback Surveys will be available in the app, under each CE-Eligible education session's **Session Details** page, as soon as the session is complete. We highly recommend that you complete the survey soon after the end of the session. However, if you choose, you can submit surveys after NACAC Conference has ended. Please note that access to the app will expire on **Thursday, December 18, 2025, at 11:59 pm (ET)**. Please ensure all surveys are submitted and your certificate has been downloaded by **Thursday, December 18, 2025, at 11:59 pm (ET)**.

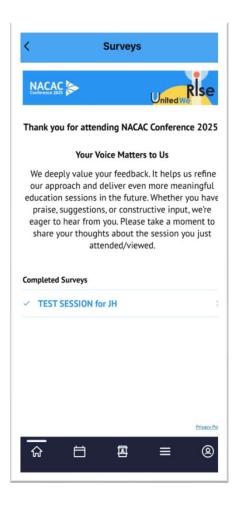


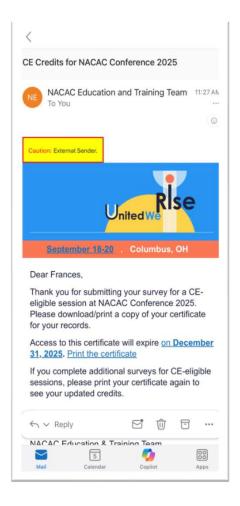
#### How will I receive my CE Certificate?

A link to download your CE Certificate will be emailed to the email address associated with your attendee profile.

The certificate email will be sent from <u>NACAC Education and Training team</u> (pd@nacacnet.org). The email may take up to 10-15 minutes to be received.

Please make sure to download and save the latest certificate if you have updated or completed multiple Session Feedback Surveys.







# Can I receive an updated certificate if I submit additional surveys after I receive my original certificate?

Yes, the app will update the total number of CEs you have accrued as you submit additional surveys. Please follow the above instructions to receive an updated certificate. Please ensure all surveys are submitted and your certificate has been downloaded by **Thursday**, **December 18**, **2025**, **at 11:59 pm (ET)**.

## What if I attended a CE-Eligible education session, but never submitted a Session Feedback Survey?

CEs can only be earned by submitting an Education Session Feedback Survey through the app. If a survey was never submitted before the deadline (**Thursday, December 18, 2025, at 11:59 pm (ET)**), CEs cannot be earned.

For all other questions or concerns about Continuing Education credits from NACAC Conference 2025, please contact

NACAC's Education and Training team pd@nacacnet.org

