

## FAQ's Regarding Continuing Education

**Q: How many Continuing Education Units (CEU's) am I required to have to renew my license?**

A: Licensees will need 16 hours of continuing education credit accrued during the current licensure period. Of these required hours, 2 hours in Ethics will be required over the two year licensure period.

**Q: Can I roll over additional CEU hours received to the next renewal cycle?**

A: No. Continuing Education for renewal must be received during the two year licensure period only.

**Q: When do I submit my CEU's to the Board?**

A: You will not need to submit documentation of continuing education unless you are audited. A percentage of applications will be selected at random for audit. If you are selected for audit, you will be required to complete a "Continuing Education Reporting Form" and submit that form with supporting documentation (transcripts and/or certificates) by regular mail to the APIB office (the Board will notify you if selected for audit and provide more detailed instructions).

**Q: Do I have to get my CEU's from the Alabama Private Investigators Association (APIA)?**

A: No, you are not required to get your CEU's from APIA. You may obtain your CEU's from any acceptable continuing education provider to the Board (see below item for examples of acceptable continuing education providers).

**Q: What is an "acceptable" continuing education provider to the Board?**

A: Any individual, organization, institution, association, firm, or other entity that provides ongoing training services to the private investigator that relates to the practice of private investigation. Examples of acceptable continuing education providers are:

Legitimate Private Investigator Associations (State or National)

Company Training (where CE is developed for private investigator training)

Individuals, Firms, & Institutions (that provide training for profit for private investigators)

Distance Learning (on-line/internet training and/or correspondence courses)

Private Investigator Licensure Board Approved CE (any State)

**Q: Do I get CEU credit for membership in professional organizations?**

A: Yes. Up to two (2) CEU's may be counted per renewal period from membership in a professional organization that pertains to private investigation.