Any person with an **EXPIRATION** date of July 1, 2013 or later will need to confirm that the continuing education (CEU’s) have been satisfied.

**How do I know how many CEU’s I need?**
- I have an Unrestricted License (CS-xxxxxx) Č 12 CEU’s
- I have a Restricted License (CSFA-xxxxxx) Č 10 CEU’s
- I have a Specialty License (CSSL-xxxxxx) Č 6 CEU’s regardless of how many specialties (Masonry; Roofing; Window/Siding; Demolition; Solid Fuel; Insulation)

**When do I have to complete the CEU’s by?**
- You will receive your renewal form approximately **60 days** before your expiration date. It is recommended you complete the required CEU’s by this time.
- You will need to attach a copy of any certificates received showing you completed the required CEU’s to your renewal form.

**Where can I find a list of courses that have been approved by the BBRS?**
- On the DPS website. Or click on COURSES then click on CSL Continuing Education Courses. **ALL COURSES LISTED ON THE DPS WEBSITE HAVE BEEN APPROVED**

**Are ON-LINE courses available?**
- Yes. On-line courses as well as classroom are available.
- Check the DPS website by clicking on COURSES then click on CSL Continuing Education Courses.

**I already attended a course; How do I know if it has been approved?**
- You should have received a certificate of completion with course number listed on certificate. (All courses begin with a CS-
- Check the DPS website by clicking on COURSES then click on CSL Continuing Education Courses.

**I have the certificate of completion; Now What?**
- Keep the certificate and return a copy with your CSL renewal form.

**I already sent my certificate in; do I have to submit another with my renewal form?**
- YES, a copy of your certificate will need to be sent in with your renewal form.

**I cannot find my certificate; what do I do now?**
- Call the Coordinator or instructor and request another certificate.

**My license does not expire until March 3, 2015 I already completed the required 12 CEU’s. Do I have to take the course again?**
- No, this will be accepted when you renew in 2015 because this is the first time you are required to provide the required CEU’s.

**How often do I have to complete the required CEU’s?**
- Every two years when you renew your license.

**When should I take the required courses?**
- Within your two year renewal period. Complete by the time you receive your CSL renewal (60 days before your expiration date).

**Any additional requirements besides the required CEU’s?**
- Each license category requires at least 1 hour each of the following subjects to be covered during training:
  - Code Review
  - Workplace Safety
  - Business Practices / Workplace Safety
  - Energy (except Demolition Specialty License)
  - Lead Safe Practices (only first renewal cycle)