Dear Participant,

We hope you enjoyed the AEPS®-3 Virtual Training Institute course. To receive CEU certificates from Loyola University Maryland for the hours in which you attended, please follow these instructions:

1. Go to https://aspire.loyola.edu/product?catalog=AEPS_OctNov_22
2. Complete the purchasing process for the course site with your information. The course is listed as $25, which covers the fee for your CEU certificates.
3. Upon purchase, you will see instructions on how to access the course site. You will also be sent an email from CEcourses@loyola.edu with login credentials to Loyola's ASPIRE Moodle site. Use the instructions to navigate to the ASPIRE site and sign in.
4. Once signed in, select *Oct/Nov 2022 AEPS®-3 Virtual Training Institute* course on your Home page or Dashboard.
5. There will be a section titled "CEU Reflection Survey and Certificate". In that section, you will find a short Reflection Survey to complete about the experience.
6. After you complete this survey, you will be issued the certificate. The certificate will be available through your email you provided and will also be available to you through your ASPIRE account.

If you encounter any issues, please contact aspire@loyola.edu.

Thank you!