



## George Mason University

George Mason University's reputation as an innovative educational leader is rooted in Virginia's strong educational tradition. Mason is committed to meeting the needs of a highly sophisticated community often characterized as a prototype of the high-tech information/service-based economy of a post-industrial, knowledge-driven era. Mason's reputation for innovation results from its intent to be a world-class university built on a regional base.



Skillsoft has partnered with George Mason University and will award non-credit certificates in continuing education to students who successfully complete Skillsoft's non-degree courses. The CEU (Continuing Education Unit) is a nationally recognized unit of measurement for participation in a non-credit continuing education program. This online curriculum is available to all continuing education students at the university.

One CEU will be awarded for every 10 hours of Skillsoft instruction. All Skillsoft courses have been granted CEU accreditation. Customers who successfully complete Skillsoft courses are eligible to earn CEUs from Mason. A permanent record of CEUs will be maintained by Mason in an easily accessible database that can be used for purposes of verification and certification.

The following process must be followed to receive Mason CEUs and certificates:

Submit a copy of the learning transcript (LMS) form capturing the following information:

1. Learner Name/Date of Birth
2. Mailing address
3. Course/Series Name
4. Date of Completion
5. Post-Test Scores
6. Signature of Training or HR Manager
7. A \$30.00 fee will be charged per certificate
  - a. Each certificate may contain up to 3 subjects

LMS transcripts and payment (checks payable to George Mason University) should be mailed to:

George Mason University  
Executive and Professional Education  
Attn: CEU Program Administrator  
3351 Fairfax Drive, Suite 448, MS 2G2  
Arlington, VA 22201

George Mason University will issue a certificate directly to the learner at the address provided by the learner.