



# Michigan School Business Officials

Please complete this form and submit to **Courtney Byam** at  
[cbyam@msbo.org](mailto:cbyam@msbo.org) by **Monday, January 24, 2022**

**You will receive an emailed combined Certificate of Completion for SCECH and CPE (for CPA's) credit.**

Date: January 20, 2022

Topic: Principles of Contract Writing

SCECH Earned: 0.25-3.0

Location: Virtual

MSBO ID # \_\_\_\_\_ District: \_\_\_\_\_

Participant's Name *(please print)*: \_\_\_\_\_

Participant's Initials: \_\_\_\_\_

PIC #: \_\_\_\_\_  
(Personal Identification Code for MOECS)

Email: \_\_\_\_\_

*SCECH – It is a criminal offense to use or attempt to use a State Continuing Education Clock Hours transcript or certificate of completion that is fraudulently obtained, altered, or forged to obtain a teacher, school administrator, or school psychologist certificate, or other State Board approval.*