

Official Record of Earned Continuing Education Activities
Public Librarian/Library Associate

The Maryland State Library Agency monitors the certification of Maryland public librarians and public library associates.

Each public librarian and library associate are required to earn **90 contact hours** to renew their certification every five (5) years. To renew their certification, each public librarian/public library associate must submit a record of their earned contact hours.

This form serves as a record for a training activity when no formal documentation is available, such as a Certificate of Completion. The Staff Development Coordinator is required to sign to verify the validity of the learning activity.

Information Requested	User Input Details
Name of Participant:	
Name of Activity:	Introduction to the Western Maryland Regional Library
Description of Activity:	Join us for a tour of the regional library followed by a question and answer session.
Learning Objectives:	1. Participants will learn about the origins of WMRL and the law supporting it. 2. Participants will learn what WMRL does on a daily basis. 3. Participants will learn who to contact if they have any questions.
Date(s) of Activity:	October 12, 2026
Sponsoring Agency:	Washington County Free Library
Number of Contact Hours:	1.0

Signature of Staff Development Coordinator

I HEREBY CERTIFY that the information provided is true and correct to the best of my knowledge.

Name:	Date:
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