

**SAMPLE STATEMENT FOR INSTITUTIONS SPONSORING
CONTINUING EDUCATION WITH EXAMINATION (CEE) COURSES**

December 1, 200X

Council on Optometric Practitioner Education (COPE)
4401 East West Highway, Suite 205
Bethesda, MD 20814

To Whom It May Concern:

This letter confirms that ABC College of Optometry is responsible for the testing and grading of the post-course test for the courses listed below, scheduled for the XYZ Annual Meeting, January 5-6, 200X, in Atlanta, GA. ABC College of Optometry will provide each participant with documentation of performance on the test, with the score reported as a percentage (only candidates with a passing score of at least 70% earn CE credit).

Course Title	Instructor(s)
Effective use of TPA's in Contact Lens Practice	John Smith, OD
Contact Lens Management of Irregular Astigmatism: Video Grand Rounds	Tim Roth, OD Terry Maine, OD
Advanced Contact Lens Applications: Reversed Geometry Lenses	Phil Bartleby, OD Roger Bond, OD
Neuro-Optometry Grand Rounds	Sam Schutlz, OD
Controversies in Glaucoma	Murray Howard, OD Constance Gordon, MD

Sincerely,

Emily Provost, OD
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