



## Certificate Instructions

After the program please complete the following in order to receive the student's official certificate of participation:

1. Create an Excel of all the students who participated from your school. There should be two columns – Student Name and Student School. PLEASE input the students name and the name of the school exactly how it should be on the certificate.
2. Name the Excel like so: EXAMPLE:  
HighSchoolName-TRUISTCEBL BEE-2 Roster-DATE ATTENDED
3. Email this list, your contact information and the address where to send the certificates to Dr. Rose Procter at [rose.procter@ung.edu](mailto:rose.procter@ung.edu)



The TRUIST CEL Business Ethics: Experience Program for K-12 provides curriculum to teachers for the requirements of the GeorgiaBEST certification. This program satisfies as follows:

**Responsibility and Organization (1 point)**

Ethical Decision-Making and Organizational Ethics

**Teamwork and Work Habits (1 point)**

Team responses, critical-thinking and work ethic

**Professional Image (3 point)**

TRUIST CEBL Business Ethics: Experience Program dress requirement of business/professional

**Discipline and Character (1 point)**

Discipline in decision-making, ethical thought and consequences based on character choices

**Oral and Written Communication Skills (1 point)**

Enhance oral and written communication skills as they prepare a defense to a live expert panel

If you need this document in an alternate format for accessibility purposes (e.g. Braille, large print, audio, etc.) please contact Rose Procter, Director of the Truist Center for Ethical Leadership, 706-867-2966, [rose.procter@ung.edu](mailto:rose.procter@ung.edu).