

**MID-EAST CAREER AND TECHNOLOGY CENTERS
LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE
STANDARDS FOR COURSEWORK**

CONTINUING EDUCATION UNIT OPTIONS

OPTION	MAXIMUM CEUs	CEU VALUE	VERIFICATION	CRITERIA
College Coursework		1 semester hour = 3 CEUs 1 quarter hour = 2 CEUs	Official transcript, original grade report, or original certificate of completion	Must be taken through an accredited college or other approved post-secondary educational institution. Must be taken for credit with a grade of "C" or better or a "P" for a pass/fail course. Coursework must be in education or in a content area directly related to the individual's teaching assignment or working with students.
Professional Conference, Workshop, Institute, Association, Academy, or Inservice Credit		1 clock hour = 0.1 CEU	Activity documentation*	Must include only time spent in those portions of the program contributing to the participant's knowledge, competence, performance, or effectiveness in education.
Publication of Original Work	6 CEUs per license cycle	6 CEUs for a book 2 CEUs for an article in a professional journal or magazine	Copy of the publication or document	Must contribute to the education profession or add to the body of knowledge in the individual's specific field. Must be a commercially published book or article.
National Board of Professional Teaching Standards Certification	6 CEUs per license cycle for completing the process		Activity documentation* for completing the process Reviewed on an individual basis due to the complexity of the process	Must be in the subject area of the individual's assignment. Certification must be completed or participation as a candidate must be verified by the expiration date of the Ohio license.
Coach/Facilitator/Mentor		1 clock hour = 0.1 CEU	Activity documentation* or timesheet/log	Must be for a teacher, administrator, or specialist through the Resident Educator Program.

*Activity documentation may include a program, agenda, or certificate of attendance.

**Requires a "Special Projects Preapproval Form" to be submitted and approved before beginning the project.

Revised 5/13/19

OPTION	MAXIMUM CEUs	CEU VALUE	VERIFICATION	CRITERIA
Cooperating Teacher	1.5 CEUs per semester per license cycle		Activity documentation*	Must be a supervisor of an undergraduate student, graduate student, undergraduate intern, or student teacher.
Teaching a College Course	1.5 CEUs per semester course Max 9 CEUs per license cycle		Activity documentation*	May be used for the first time teaching the course for each license cycle.
Teaching an Adult Career-Technical Education Course	1.5 CEUs per semester course Max 3 CEUs per license cycle		Activity documentation*	May be used for the first time teaching the course for each license cycle.
Professional Presentation	1 CEU per license cycle	1 clock hour beyond contract day = 0.1 CEU	Activity documentation*	Applies to the first presentation for each license cycle.
Self-Directed Educational Project (which applies professional reading, research, and/or educational travel leading to the development of a final project)	4 CEUs per license cycle	1 clock hour = 0.1 CEU	Activity documentation* Documented clock hours for planning and preparing A copy of the final product or report of the project	Requires a "Special Projects Preapproval Form"*** and final approval after completion and verification by the LPDC, excluding the development of a course of study.
Curriculum Development	3 CEUs per license cycle	1 clock hour = 0.1 CEU	Activity documentation*	Must be service on a formal committee organized by the district, community, state, national, or international education agency or organization.
Grant Writing	6 CEUs per license cycle	1 clock hour beyond contract day = 0.1 CEU	Activity documentation* Documented clock hours for planning and preparing	Requires a "Special Projects Preapproval Form"***. CEUs are not dependent on the grant being awarded.
Related Work Experience or Externship	12 CEUs per license cycle	1 clock hour = 0.1 CEU	Activity documentation* Documented clock hours	Requires a "Special Projects Preapproval Form"***. Must enhance individual work in the profession or contribute to the teacher's specialization.

*Activity documentation may include program, agenda, or certificate of attendance.

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