

Southern Local School District  
Continuing Education Unit Options Revised May 2021

Option	Maximum CEU'S	CEU Value	Verification	Criteria
<b>A- College</b>	All preapproved course work from accredited colleges or universities will be accepted by the committee.	1 semester hr= 3 CEU 1 quarter hr= 2 CEU 2 quarter hour= 4 CEU 3 quarter hour= 6 CEU	Copy of official transcript Copy of grade transcript (can be printed off computer)	Must be taken through an approved university/college which has been approved for the preparation for teachers, administration, and school employees in pupil personnel services. Must be taken for a credit of a C or better or a P in pass/fail course. Classes must be in education or in areas directly related to teaching assignment, desired certification or licensure.
<b>B- Professional Committee (Department, LPDC, DLT, etc...)</b>	12 CEUs per license cycle	30 clock hours= 3 CEUs	Activity Documentation Ex: Time sheet or journal	Must be service on an educational committee organized by the local, county, etc... and contribute to the educational profession or add to the body of knowledge in the individual's specific field.
<b>C- Mentoring &amp; Lead Mentoring</b>	3 CEUs per year with a maximum of 12 CEUs per license cycle	3 CEUs = 1 semester hr	Copy of credentials from Lead mentor or Mentor log	Must meet all revisions according to state requirements.
<b>D- Student Teacher Supervisor or Administrator Mentor</b>	1 CEU per semester with a maximum of 4 CEU's per license cycle	18 CEUs = 6 semester hrs	Activity Documentation Ex: Board minutes, etc...	Direct responsibility for undergraduate student, graduate student, undergraduate in-tern, or student teacher.
<b>E- Publication of Original Works</b>	6 CEUs per license cycle	6 CEUs per book 3 CEUs per publication of original work in a professional journal or magazine.	Activity Documentation Copy of book, publication, or activity document sheet.	Most contribute to the education profession or add to the body of knowledge in the individual's specific field or desired licensure. Must be a commercially published book or article.
<b>F- Researched Based Project or Individual Inquiry</b>	1 CEU per year	3 CEUs = 1 semester hour	Activity Documentation Ex: Time sheet, Journal, etc...	Project must have prior approval and final completion verified by the Southern LPDC.

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<b>G- Professional Conference, Workshops or In-services, Academy or Institute classes (ESC, waiver day, etc...)</b>	9 CEUs per license cycle	1 clock hour= 0.1 CEU	Activity Documentation Ex: Time sheet, journal, or workshop certification	Must include only time spent in conference program that contribute to the participant's knowledge, competence, performance or effectiveness in education.
<b>H- Curriculum Development</b>	2 CEUs per year	1 clock hour= 0.1 CEU 10 clock hours= 1 CEU	Activity Documentation Ex: Time sheets, journal, etc...	Must be service on an education committee/department.
<b>I- Grant Writing</b>	3 CEUs per license cycle	30 clock hours= 3 CEUs	Activity Documentation Ex: Time sheets, journal, etc...	CEU's not dependent on awarding of grant but dependent on clock hours in planning and preparing of grant.
<b>J- Peer Visitation &amp; Observations (includes visitation of other schools)</b>	1 CEU per year	1 CEU= 10 clock hrs	Activity Documentation and voucher signed by the building principal or designee	Must relate to the appropriate area of professional development on the individual's IPDP
<b>K- Public Works</b>	1 CEUs per license cycle	1 CEU= 10 clock hrs	Printed Transcript of courses	Must be courses assigned by administration to all employees
<b>L- Book Study</b>	3 CEUs per license cycle	1 CEU= 10 clock hrs	Activity Documentation Ex: Time sheet, journal, or workshop certification (stating number of contact hours/CEUS) from offering organization and Log sheet of activities.	Must relate to the appropriate area of professional development on the individual's IPDP. Must be a commercially published book or article.

**College Coursework/CEU Conversion Chart**

<b>Semester</b>	1/3	2/3	1	1 1/3	1 2/3	2	2	2	3	3	3	4	4	4	4	5	5	5	6
<b>Clock/Contact hours</b>	10	20	30	40	50	60	70	80	90	100	110	120	130	140	150	160	170	180	
<b>CEU</b>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	