State Board of Education

Professional Development Conversion Chart

HOURS REQUIRED FOR RENEWING OR ALIGNING A FIVE-YEAR PROFESSIONAL OR ASSOCIATE LICENSE

This is only for use with your Local Professional Development Committee (LPDC). The LPDC must approve all CEUs or contact hours.

To renew or align a five-year professional or associate license in the state of Ohio, you must earn the equivalent of six semester hours of coursework related to classroom teaching or the area of licensure.

Six semester hours equal 18 continuing education units (CEUs), 180 contact hours, or a combination thereof. The coursework (or professional development) must be completed after the ISSUE DATE of your expiring credential(s) and after the APPROVAL DATE of your Individual Professional Development Plan (IPDP).

Typically, one CEU equals 10 contact hours, 3 CEUs equal one semester hour, and 30 contact hours equal one semester hour.

Professional Development Conversion Chart			
Semester Hours	**Quarter Hours**	**CEUs**	**Contact Hours**
6 =	9 =	18 =	180
5 =	7.5 =	15 =	150
4 =	6 =	12 =	120
3 =	4.5 =	9 =	90
2 =	3 =	6 =	60
1 =	1.5 =	3 =	30
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Last updated May 2025