

# CEU OPTIONS CHART



## GRADUATE CREDIT PRE-APPROVAL

Prior to registering for coursework, go to the [Professional Learning Portal](#) and submit a request for pre-approval. All coursework must be approved by the LPDC prior to registering. DO NOT assume that because an online or educational institution states they are Accredited that this will automatically be approved. Coursework must be in education, in a content area directly related to the individual's teaching assignment.

**Once coursework is completed, please instruct your college to send your official transcripts in digital format to Michele Rivard via email at [rivardm@plainlocal.org](mailto:rivardm@plainlocal.org). All college transcripts must be entered into the Professional Learning Portal by the district.**

1 semester hour = 3 CEU's

## INTERNAL CEU'S GRANTED BY THE DISTRICT

CEU Approvals Uploaded by the District into Professional Learning Portal

(You do not need to load these into the Professional Learning Portal. The district does this for you.)

Option	CEU Value	Form	Verification	Criteria	Examples
Cooperating Teacher for a Student Teacher	3 CEU's	NA	NA	NA	Student Teacher
District Professional Development	1 contact hour in workshop = 0.1 CEU	NA	NA	NA	Emotional Wellness PD Gifted PD K-2 Literacy PD Summer Learning Institutes
District Professional Presentation	1 CEU	NA	NA	NA	Emotional Wellness PD Gifted PD K-2 Literacy PD Summer Learning Institutes
District Committee	1 CEU per committee per year	NA	NA	NA	PARC LPDC BLT
Chairperson	2 CEU's per year				DLT PBIS TEAM
District Curriculum Development	1 contact hour = 0.1 CEU	NA	NA	NA	Math Committee Literacy Committee IB STEM
Mentoring / Peer Consultants	1.5 CEU's per position per year	NA	NA	NA	New Teacher Mentor Peer Consultant District Mentor

# EXTERNAL CEU REQUEST

CEU - Other Activities

(You need to load these into the Professional Learning Portal for approval by LPDC.)

Option	CEU Value	Form	Verification	Criteria	Examples
Professional Conference / Workshop (Outside of Plain Local)	1 contact hour in workshop = 0.1 CEU	Workshop CEU Request	Activity Documentation Voucher, Attendance Verification	CEU's granted for hours stated on the certificates.	ASCD SST9 ESC State-Sponsored
Professional Committees (Outside of Plain Local)	1 CEU per committee per year	"Other Activity" CEU Request Form	Documented clock hours of committee work	Must serve on formal committee organized by local, state, national, or international education agency or organization related to specific field. Must contribute to the education profession or add to the body of knowledge in the individual's specific field.	ODE Committees
Professional Presentation (Outside of Plain Local)	1 CEU	"Other Activity" CEU Request Form	Activity Documentation Voucher	Limit of 1 CEU per presentation topic. Must provide agenda and verification of presentation	Presenting at a workshop or seminar
Professional Portfolio	1 CEU	"Other Activity" CEU Request Form	Completed Portfolio	Must be completed within the license/certificate cycle.	OTES
Cooperating Teacher- Field Experience / GOHS student	1 CEU per semester	"Other Activity" CEU Request Form	Activity Documentation Voucher	Must be supervisor of undergraduate student, graduate student or undergraduate intern, or student teacher.	GOHS / College student field experience
Grant Writing	1 clock hour = 0.1 CEU	"Other Activity" CEU Request Form	Copy of Completed Grant	CEU's not dependent on awarding of grant. Documented clock hours in planning and preparing.	Star Grant Martha Jennings Arts in Stark
Community/ Business Partnership	1 clock hour = 0.1 CEU	"Other Activity" CEU Request Form	Activity Documentation	Project must have prior approval and final approval after completion and verification by LPDC.	College Career, Readiness Night, Cultural Fair, Job Fair, STEM, Flight Night, Stark State Night Out
Publication of Educational Work	6 CEU's for a book, 3 CEU's for article in a professional journal or magazine	"Other Activity" CEU Request Form	Copy of publication or document. Activity Documentation Voucher	Must contribute to the education profession or add to the body of knowledge in the individual's specific field. Must be commercially published book or article.	Books, Articles for professional journals.
Other Activity	1 clock hour= 0.1 CEU	"Other Activity" CEU Request Form		If you are doing something that does not fit in any of the categories listed, you can submit a detailed plan to the LPDC describing your activity.	

**\*\*WORK COMPLETED FOR CEU'S MUST FALL WITHIN THE TIME FRAME OF YOUR LICENSE ISSUE DATES.**