

PROFESSIONAL ACTIVITIES – CONTINUING EDUCATION UNITS (CEUs) – MAUC
Application for Non-Academic Certification Renewal Credits

Teacher's Name: _____
 School: _____ Conference: _____

- Instructions:*
1. Record all professional activities completed. Ensure all fields are filled on both pages.
 2. Submit completed form to Conference superintendent or Senior Academy principal for approval.
 3. Remember that activities from at least two different categories must be included in the CEUs submitted for renewal during the five years prior to renewal.
 4. Courses taken for academic credit are not reported on this form. Please request an official transcript be sent from the college/university to MAUC Certification Registrar, Office of Education, PO Box 6128, Lincoln NE 68506.

Professional Development Activity	Typical CEU Value	Date(s)	Description	Clock Hours 10 clock hours = 1 CEU 3 CEUs = 1 semester hour ²
PROFESSIONAL LEARNING (independent)				
a) Complete the NAD Professional Growth Reading Plan	3.0 CEUs total/year			
b) Professional reading of books and journals	0.1 CEU/50 pages 3.0 CEUs total/year			
c) Participate in prearranged educational travel	0.5 CEU/day 3.0 CEUs total/year			
PROFESSIONAL LEARNING (group)				
d) Complete continuing education course (submit certificate) ¹	Provider assigned			
e) Attend a professional conference, workshop, or seminar	0.1 CEU/hour			
f) Attend a denominational conference, workshop or seminar	0.1 CEU/hour			
PROFESSIONAL COLLABORATION				
g) Mentoring in a conference-sponsored mentoring program	2.0 CEUs total/year			
h) Participation in a study group or learning community	0.1 CEU/hour			
i) Peer observation with follow-up reflective learning	0.1 CEU/hour			
j) Field testing NAD curriculum materials	NADOE assigned hours			
k) Serving on a school evaluation visiting team	0.5 CEU/day			
l) Participation on education committees/boards	0.1 CEU/hour			
PROFESSIONAL PRESENTATION AND WRITING				
m) Supervision of a student teacher	0.2 CEU/week			
n) Teach a university course	CEU equivalent of course value ²			
o) Presenting at an education conference, workshop, or seminar	0.3 CEU/hour ³			
p) Writing a published non-peer reviewed journal article	1.0 CEU/article			
q) Writing a published peer-reviewed professional article	3.0 CEUs/article			
r) Writing and publishing a book on an educational topic	4.0 CEUs/100 pages			

Superscript: ¹ Courses offered as non-academic credit from Adventist Learning community and other educational/professional organizations
² The equivalent to academic credit is calculated in the following manner: 30 clock hours (3 CEUs) is equivalent to 1 semester credit
³ Per hour of presentation scheduled by the sponsoring educational organization

Professional Activities list is from PK-12 Educators' Certification Manual, pages 34-35, <https://adventisteducation.org>
 Non-academic courses are available from Adventist Learning Community, <https://www.adventistlearningcommunity.com>
 Certification Status sheets are available from Adventist Education Toolkit, <https://dashboard.nadeducation.org>

REFLECTION ON LEARNING

Briefly summarize what you learned from the activities reported.

Describe how you plan to apply this learning in your professional practice.

Employer's Signature

Approved	Not Approved
<hr/>	<hr/>
<i>Superintendent's or Senior Academy Principal's Signature</i>	<i>Date</i>