NAD Teacher Certification

Continuing Education Rubric

### Professional learning is an expectation of all educational professionals. Learning activities submitted for certificate renewal are to contribute directly to professional growth and enhance the employee’s professional skills or expertise. In the course of five years there should be 2 or more different types of activities. The rubric below is intended to provide guidelines for granting of CEU’s across the NAD. The Union Certification Officers have the authority to determine units granted.

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| **Professional Learning** |
| Attend a professional organization conference, workshop or seminar | 0.1 CEU/hr |
| Attend NAD, union or local conference, workshop or seminar  | 0.1 CEU/hr |
| Completing NAD Professional Growth reading plan | 3 CEU  |
| Professional reading | 0.1 CEU/50 pages up to 3 CEUs/yr |
| Continuing Education offered through *Adventist Learning Community* or other educational and professional organization (submit certificates earned) | As assigned by provider |
| Educational travel (arrange with superintendent priorto departure; submit dates, purpose, length, destination, and reflection) | 0.5 CEU/day up to 3 CEUs/yr |
| Teaching a university level course | Double the CEU credit of taking the course |
| **Professional Collaboration**(arrange with principal or superintendent as required) |
| Supervision of a student teacher  | 0.2 CEU/week |
| Mentoring in a conference mentor teacher program | Up to 2 CEU/yr |
| Active participation in an educator study group or learning community | 0.1 CEU/hr |
| Peer observation with follow-up | 0.1 CEU/hr  |
| Field/pilot testing NAD curriculum materials | Predetermined by NADOE |
| NAD school evaluation team (submit school evaluated and number of days) | 0.5 CEU/day-Member 1.0 CEU/day-Chair |
| **Professional Presentation and Writing** |
| Presenting at a professional organization conference  | 0.3 CEU/hr presenting |
| Presenting for local conference /union/NAD | 0.3 CEU/hr presenting  |
| Writing and publication of a book on an educational topic | 4 CEU/100 pages |
| Publication of an academic article in peer reviewed professional journal  | 3 CEU/article |
| Publication of an educational non-peer review article, article in SDA journal or local publication  | 1 CEU/article |

\*CEU=Continuing Education Unit

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| **Continuing Education Units Criteria and Guidelines**1. Continuing Education Units (CEU) are earned by participation in professional learning activities *that* *extend and enhance professional capacity.* Therefore, please note that activities which are part of a person’s duties (e.g., sponsorships, field trips, course preparation, school planning and ad hoc committees, etc.) do not qualify for continuing education.
2. Continuing Education Units are NOT applicable for the renewal of the Conditional or Basic Certificates, or for upgrading a Basic Certificate to a Standard Certificate.
3. Renewal of a Standard Teaching Certificate: 10 semester (15 quarter) hours of renewal credit; 4 semester (6 quarter) hours of these must be academic credits. The remaining 6 semester (9 quarter) hours can be non-academic hours (18 CEUs or 180 clock hours).
4. Renewal of a Professional Teaching Certificate: 6 semester (9 quarter) hours of renewal credit, either academic or non-academic (18 CEUs or 180 clock hours).
5. For each renewal period, teaching professionals must submit evidence from at least TWO approved activities listed on the form.
6. 1 CEU = 10 clock hours. 0.1 CEU = 1 hour (see table below for equivalent semester/quarter credits).
7. Mirror 4.7.3 in Cert. Manual Submission process based on Union/conference protocol.
8. Units will be recorded only when verified by the Superintendent.
9. Further information can be found in the NAD *K-12 Educators’ Certification Manual* ([www.adventisteducation.org](http://www.adventisteducation.org/)). Please contact your union certification registrar if you have any questions.

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| # of Credits  | 1 Quarter Hour is equivalent to 20 CH | 1 Semester Hour is equivalent to 30 CH |
| 1 | 2 CEU | 3 CEU |
| 2 | 4 CEU | 6 CEU |
| 3 | 6 CEU | 9 CEU |
| 4 | 8 CEU | 12 CEU |
| 5 | 10 CEU | 15 CEU |
| 6 | 12 CEU | 18 CEU |

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For internal notes only:

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| Content creation for Adventist Learning Community (pre-arranged with ALC administration). | Double CEU value of the course and multiply by 10  |