

30 contact hours = 1 graduate credit

10 contact hours = 1 CEU

180 contact hours needed to renew license

LPDC EQUIVALENT ACTIVITIES OPTIONS



Pre-Approval by LPDC is **REQUIRED** for:

Optional Activities	Maximum Hours	Verification	Criteria
Grant Writing	Up to 60 hours per license cycle	Activity log and a copy of the grant	Pre-approval is required. Activities promoted by grant should support the district/bldg. CIP plan. -Grant must be submitted to and reviewed by grant provider to obtain contact hours but will not be dependent upon awarding of grant
Inquiry, Action Research, In-depth study over time. ** (**not part of a college course already being taken for credit)	Up to 10 hours per school year	Detailed activity log	Pre-approval is required.
Professional Presentation at Local Staff Development or State Conference.	Up to 10 hours per year	Presentation outline and program flyer	Pre-approval is required. -Applies to first presentation for each license cycle. -Documentation must include hours for preparation and presentation.

Pre-Approval by LPDC is **recommended** for:

Optional Activities	Maximum Hours	Verification	Criteria
Teaching a College Course or Workshop	1 credit = 15 hrs 2 credits = 30 hrs 3 credits = 45 hrs Max = 90 hours per year	Create a syllabus and submit	-Contact hours match the number of hours the class meets. -Applies to first presentation for each license cycle. -Must contribute to the education profession and add to the body of knowledge in the individual's specific field.
Publication of Original Work	Up to 10 hours per year	Copy of publication or document and activity log	-Must be published. -Must be a commercially published book or article (in an educational journal or magazine). -Must contribute to the education profession and add to the body of knowledge in the individual's specific field.

Pre-Approval by LPDC is **recommended** for:

Optional Activities	Maximum Hours	Verification	Criteria
Professional Conference, Workshop, Institute, Academy or In- service	Unlimited	Certificate of completion (from the Provider) or District Verification of Attendance	Must include only time spent in those portions of the conference program that contribute to the participant's knowledge, competence, performance, or effectiveness in education.
Professional Committees	Total of 10 hours per license cycle (regardless of number of committees or number of years served)	Copy of minutes verifying attendance and signature of committee chair	Must be service on a formal committee organized by district, local, state, national, or international education agency or organization related to a specific field. District committees only include: --Curriculum Development --School Improvement (BIT, Steering Committee, CIP, PBIS) Must contribute to the education profession or add to the body of knowledge in the individual's specific field. Committee membership must be different each license cycle.
Master Teacher	30 clock hrs. per license cycle	Master Teacher Certificate	Master Teacher designation on your license
Cooperating Teacher or Administrator	Up to 15 hours per school year or P.D. provided by a University	Detailed activity log must be submitted to TCS LPDC for the 15 hours.	Must be a supervisor of a student teacher, administrator, or specialist (e.g. school psych., counselor)
National Board Certification	180 hours per NBC	Valid copy of the National Certificate or copy of submitted portfolio and proof of the written assessment for candidate not receiving certificate	As established by the NBPTS
College Coursework	Unlimited	Official Transcripts	Must be taken through an accredited college or other approved post secondary educational institution. Must be taken for credit with a grade of "C" or better, a "P" in pass/fail course. Coursework must be related to classroom teaching or working with students and/or the area of licensure, and/or district/building CIP plan AND appropriate to the IPDP goals.