

Categories for clock hour allocation:

Verification of completion of experiences must be submitted by the applicant to the local committee. A maximum of 125 clock hours must be earned during each 5 year licensure period. **Clock hours must be earned in two or more of the categories in items A-I.**

- A. Relevant course work completed at an accredited college or university. One quarter college credit equals 16 clock hours. One semester credit equals 24 clock hours. Transcripts or grade slip is required as verification.
- B. Education workshops, conferences, institutes, seminars, or lectures in areas appropriate to licenses held. One clock hour of participation equals one clock hour.
- C. Staff development activities, in-service meetings and courses. One clock hour of participation equals one clock hour.
- D. Curriculum Development. Development of new curriculum, curriculum revisions in a description, or development of curriculum for use with student teachers. One clock hour of participation equals one clock hour.
- E. Engagement in formal Peer Coaching or Mentorship relationships with colleagues that addresses one or more of the standards in part 8710.2000. One clock hour of participation equals one clock hour.
- F. Professional service in the following areas: (1) supervision of clinical experiences of persons enrolled in a teacher preparation programs; (2) participation on national state and local committees involved with licensure, teacher education, or professional standards; or (3) participation in national, regional or state accreditation. Supervision of clinical experiences of persons enrolled in teaching licensure programs for one quarter equals 16 clock hours or one semester equals 24 clock hours. No more than 30 clock hours may be granted in a five year relicensure period for supervision.
- G. Leadership experiences in the following areas: (1) development of new or broader skills and sensitivities to the school, community, or profession; (2) publication of profession articles in a professional journal in an appropriate field; or (3) volunteer work in professional organizations related to the areas of licensure held. One clock hour of participation equals one clock hour.
- H. Opportunities to enhance knowledge and understanding of diverse education settings in the following areas: (1) experiences with students of any other age, ability, culture, or socioeconomic level; or (2) systematic, purposeful observation during visits to schools and to related business and industry. One clock hour of participation equals one clock hour.
- I. Pre-approved travel or work experience: (1) travel for purposes of improving instructional capabilities related to the field of licensure; or (2) work experience in business or industry appropriate to the field of licensure. One week of pre-approved travel or work experience for purposes of improving instruction capabilities equals ten clock hours. No more than 30 clock hours may be granted in a five year relicensure period for travel or work experience.