

Do I Need DPPD?

DPPD can be used to renew the following certificates:

- Professional Education Certificate
- Advanced Professional Ed. Certificate
- Occupational Education Certificate
- School Administrator Certificate
- School Counselor License
- School Psychologist Certificate

DPPDCHs can also be used to obtain a Professional Education Certificate when holding a Provisional Education Certificate but cannot be used to renew a Provisional Education Certificate.

How Do I Renew My Certificate?

All certificate renewals take place on the **Michigan Online Educator Certification System (MOECS)** at www.mi.gov/MOECS

You can renew your certificate starting on January 1 of the year your certificate expires.

Will my SCECHs be recorded in MOECS?

The **Secure Central Registry (SCR)** for SCECHs and MOECS talk to each other. When creating your MOECS account, take note of your PIC number. When you enter this number in your SCR account, the two will connect, and your SCECH records will show up in MOECS. This process may take a few days.

Please note that while MOECS and the SCR talk, it is a one-way street. SCECH records from the SCR will appear in MOECS, but any other records you enter in MOECS won't be shown in the SCR.

Do I Need SCECHs?

SCECHs can be used to renew the following certificates:

- Professional Education Certificate
- Advanced Professional Ed. Certificate
- Provisional Education Certificate
- Occupational Education Certificate
- School Administrator Certificate
- School Guidance Counselor License
- School Psychologist Certificate (after September 1, 1992)

Note: Social workers cannot use SCECHs.

Social Worker CEUs

Social workers cannot use SCECHs towards their renewal. Social Work Continuing Education Units (SW-CEUs) are different from SCECHs.

For more information on social worker certification, visit www.socialworkcec.com.

Generic CEUs are not SCECHs

Only SCECHs issued by the Michigan Department of Education are accepted toward certificate renewal.

Attendance Requirements

SCECH policy requires 100% verifiable attendance. Sign-in/out sheets are required.

Participants are individually responsible for signing in and out.



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Questions? Contact:

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Technical Assistance

MI Online Educator Cert. System (MOECS)
(517) 373-3310
MOECSsupport@michigan.gov

Secure Central Registry (SCR)
(517) 327-5925
scrhelpdesk@gmail.com

It is a criminal offense to use or attempt to use a State Continuing Education Clock Hour (SCECH) transcript or certificate of completion that is fraudulently obtained, altered, or forged to obtain and/or maintain school administrator, teacher, and/or school psychologist certification or other State Board approval.

See PA 96 of 1995 for more information.

It is the policy of the Muskegon Area Intermediate School District that no staff member, candidate for employment, program participant, or recipient of services shall experience discrimination on the basis of race, color, national origin, sex (including sexual orientation or transgender identity) disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category (collectively "Protected Classes"), in its programs and activities, including employment opportunities. The MAISD is an equal opportunity employer.

Updated 5/14/15 jbs



**Muskegon Area
Intermediate School District**



Teacher Certification

NEW!

**Updated Rules for
District-Provided Professional
Development — May 2015**

**For the most up-to-date information,
visit www.muskegonisd.org/scechs**

Types of Credit

1 College Credit = 25 SCECHs = 25 DPPDCHs

College Credit

Any relevant college credit that is earned at an accredited institution of higher learning. Can be from undergrad or graduate credit. Credit from a community college is acceptable.

State Continuing Ed. Clock Hours (SCECH)

Hours awarded and pre-approved by the Michigan Dept. of Ed. (MDE) that are applied for by various educational institutions.

They include Workshops and Conferences, Committees, Mentoring, and Supervising.

These are tracked on the Secure Central Registry (SCR) online at www.GetMIPD.com where you can also see all SCECH offerings.

District-Provided Professional Dev. (DPPD)

Hours earned at in-district trainings and at school-sponsored or supported conferences and workshops.

Must be supported by the district in some way (i.e., registration paid by the school, school hiring a guest teacher while away, etc.) What Counts?: www.goo.gl/eWA1me

Steps required to claim DPPD hours:

1. Ask your district—"What qualifies as DPPD in our district?"
2. Enter your DPPD hours into MOECS
3. Print your MOECS DPPD record and attach it to the verification form
Download form: www.goo.gl/4GgHC2
4. Have your principal sign the form
5. Keep your form on file in case of audit

Renewal of a Provisional Education Certificate

What can I use?

College Credit

State Continuing Ed. Clock Hours

Completion of Master's Degree

A Provisional Education Certificate is initially valid for six years. It can be renewed twice in three-year intervals or advanced to a Professional Education Certificate.

Requirements for Renewal

- 6 College Credits OR
- 150 SCECHs OR
- Any combination of the above OR
- Completion of an approved Master's Degree at any time.

Renewal of a School Administrator Certificate

What can I use?

College Credit

DPPD

SCECHs

A School Administrator Certificate is valid for and must be renewed every five years.

Requirements for Renewal

- 6 College Credits OR
- 150 SCECHs OR
- 150 DPPD Clock Hours OR
- Any combination of the above

Note: Having a current Professional Education Certificate will keep your Administrator Certificate current as well.

Advancement to a Professional Education Certificate

What can I use?

College Credit

State Continuing Ed. Clock Hours

District-Provided Professional Dev.

Completion of Master's Degree

A Professional Education Certificate is valid for and must be renewed every five years.

Requirements for Issuance

- Three years of successful teaching experience
 - Visit www.goo.gl/kochZN to download the form. It must be signed by your Superintendent.
 - 3-Semester Hour Reading Course
 - Visit www.goo.gl/f42Grd to see a list of allowable courses.
 - Can count toward Reading Requirement below and college credits for advancement.
 - Reading Requirement
 - Elementary: 6 semester hours of teaching of reading or reading methods
 - This requirement is usually met with a combination of the required reading course from above and a reading course from your undergrad studies.
 - Secondary: 3 semester hours of teaching of reading or reading methods
 - This requirement is usually met with the required reading course from above.
- AND
- 6 College Credits OR
 - 150 SCECHs OR
 - 150 DPPD Clock Hours OR
 - ANY combination of the above OR
 - Completion of an approved Master's Degree at any time.

Renewal of a Professional Education Certificate

What can I use?

College Credit

State Continuing Ed. Clock Hours

District-Provided Professional Dev.

A Professional Education Certificate is valid for and must be renewed every five years.

Requirements for Renewal

- 6 College Credits OR
- 150 SCECHs OR
- 150 DPPD Clock Hours OR
- Any combination of the above

Advanced Professional Education Certificate (optional)

An Advanced Professional Education Certificate is valid for and must be renewed every five years.

Requirements for Issuance

- Hold a Current Professional Education Cert.
- Hold National Board certification or have completed a teacher leader training or preparation program approved by MDE.
- Receive five consecutive "effective" or "highly effective" ratings on annual teacher evaluations in the most recent five-year period.

Requirements for Renewal

- Same requirements as Professional Education Certificate Renewal above.
- Maintain "effective" or "highly effective" ratings on annual teacher evaluations in the most recent five-year period.