

Policy 3.13

Continuing Education Units (CEUs) Policy

The College awards Continuing Education Units (CEUs) for specific non-credit courses and special activities. A permanent transcript will be established for each non-credit student and updated each time the student completes a non-credit course. One CEU will be awarded for every 10 hours of non-credit instruction; for example, a 66-hour non-credit course earns 6.6 CEUs. CEUs are awarded to students upon earning an S grade as reported by the lead instructor on the Continuing Education Attendance Sheet Form.

The Southern Association of Colleges and Schools (SACSCOC) became the first regional accrediting agency to require that all member institutions use the CEU to document non-credit special activities.

References

Legal References: *Enter legal references here*

SACSCOC References: *Enter SACSCOC references here*

Cross References: Grading System Procedure, Transcript Procedure

History

Senior Staff Review/Approval Dates: 05/05/2016

Board of Trustees Review/Approval Dates: 06/07/2016

Implementation Dates: *Enter date(s) here*