



**south dakota**  
**DEPARTMENT OF EDUCATION**

**Learning. Leadership. Service.**

Office of Accreditation and Teacher Quality  
800 Governors Drive  
Pierre, South Dakota 57501  
[certification@state.sd.us](mailto:certification@state.sd.us)  
Telephone: 605.773.3553

### **Definition: Continuing Education Unit (CEU)**

South Dakota Administrative Rule 24:15:03:06 outlines the maximum credit permitted for certificate renewal.

The Department of Education's Office of Accreditation & Teacher Quality *does not* grant Continuing Education Units directly but will accept CEUs for certificate renewal pending analysis of the appropriate documentation. Documentation must contain the following minimum criteria:

- Course title;
- Name of person accepting the credit;
- Sponsoring agency / contact information;
- Total number of Continuing Education Units (eg. 1.0 CEU = 10 hours);
- Complete date(s) of workshop; and
- Location of workshop.

**IMPORTANT TO NOTE:** It takes 15 actual contact hours to equal one credit required for renewal.