

SCHOOLCRAFT COLLEGE
18600 Haggerty Road, Livonia, Michigan 48152-2696

**CONTINUING EDUCATION AND PROFESSIONAL DEVELOPMENT
NONCREDIT PROGRAMS PROCEDURE**

The Designated Administrator for Continuing Education and Professional Development shall be responsible for implementing a comprehensive continuing education noncredit program. Appropriate records will be maintained and available to students through the Registrar's Office.

Continuing Education Unit's (CEUs) shall be assigned to eligible program offerings by the Designated Administrator for Continuing Education.

One CEU is earned by participation in ten contact hours of an organized credit free education experience under responsible sponsorship, capable direction, and qualified instruction.

Cumulative transcripts for CEU programs will be maintained by the College Registrar.

Adopted—Administrative Committee
November 20, 1979
Revised—AdministCommittee
January 27, 1981
Revised—President's Cabinet
March 9, 1987
Revised—Dean of Instruction
January 31, 2005
Title Change Only—February 22, 2006
Title Change Only—February 26, 2019