



For Teachers at the SETC Convention & K-12 Institute:

SETC is dedicated to providing opportunities for teachers at the K-12 level. Our goal is to help enrich their knowledge for use in the classroom and provide tangible resources regarding maintenance, renewal of licensure and Professional Development.

Different States might refer to them as Continuing Education Credits (CEUs), they might call them License Renewal for Teachers, or Renewal Credits or Professional Development Credits. Each state is different in what they require for their teachers to receive these benefits. It is possible that your state may issue CEUs or renewal credits or Professional Development Credits to teachers who attend workshops and/or master classes at the annual SETC Convention and the SETC K-12 Institute.

- 1) It is imperative that you contact your local education agency (school system) or fine arts coordinator in your county prior to attending the convention to make sure that participation in the SETC Convention and/or the SETC K-12 Institute will translate to license renewal or teacher credits of some kind or Professional Development. In some states you may be required to fill out specific forms before the convention. You may need to give them information about SETC and the kinds of workshops and presenters that will be offered. The Website at www.setc.org and the current or past Convention programs should be of help. If you need publications, please contact the SETC office.
- 2) When you check in at the convention pick up a **Convention Workshop Attendance Sheet**. This will allow you to keep track of the workshops, presenters, the content and the hours that you spend during the convention.
- 3) When you are ready to leave the convention, come by the Convention Registration Area. There you will receive a **Certificate of Attendance** signed by SETC's Executive Director and the Educational Services Manager. This certificate will indicate the total number of workshop hours you attended during the convention. The Registration booth will close at 12 noon on Saturday. Make arrangements to pick up your certificate prior to this time.
- 4) Return the **Certificate of Attendance** to your local education agency, fine arts coordinator or designated arts in education person in your locale.

Kentucky

Note

Your school system must approve or sanction the event in question, in order for you to receive PD or Professional Development credits for attendance.

Check with the:

Director of Cultural Studies
or the

Specialist for the Arts and
Humanities