



## Instructions for Earning One CEU For Participation in Features of Explicit Instruction Asynchronous Course

### Requirements and Restrictions

Participants in *Features of Explicit Instruction* may use the attached form to apply for a CEU. This CEU is only recognized by the Alaska Department of Education & Early Development and can only be used to renew an Alaska Professional Teaching Certificate (or Master Teacher Certificate, Type B Administrative Certificate, or Type C Special Services Certificate). Please read all the requirements and restrictions below.

- This CEU will be sponsored and issued by the Alaska Department of Education & Early Development. This CEU is not a university-issued credit and cannot be used toward earning or maintaining any degree or licensure other than the renewal of the four certificates listed above.
- This CEU cannot be used to apply for an Initial Teacher Certificate nor for one's first Professional Certificate. They are only usable for the certification renewal application.
- In order to redeem this CEU, a processing fee of \$50 per CEU must be paid to Alaska Teacher Certification. This can be paid at the time one submits their certification renewal application.
- This CEUs will expire if it is not used during your next renewal application.
- For more information on using a CEU for renewal of an Alaska Teacher or Administrative Certificate, see the Teacher Certification website.

### To Apply for the CEU:

To be eligible for one CEU for the *Features of Explicit Instruction* course, participants must submit the following within 6 months of completing the course:

- A completion certificate for each of the following course modules:
  - Modeling and Practicing to Help Students Reach Academic Goals
  - Supporting Practices: Using Effective Methods to Elicit Frequent Responses
  - Supporting Practices: Providing Immediate Specific Feedback and Maintaining a Brisk Pace
  - Evaluating the Use of Explicit Instruction to Support Students' Academic Needs
- A completed CEU application form

Once you have completed the CEU application form, sign and scan it. Email the form along with all four module completion certificates to [akreads@alaska.gov](mailto:akreads@alaska.gov). Please do not submit the \$50 CEU processing fee at this time.

The form will be reviewed by a DEED employee authorized to approve this CEU. If the submission is complete—including all four module completion certificates—the CEU Certificate of Completion will be emailed to you.

Once you receive it, hold onto the signed, approved CEU Certificate for your records, and/or upload it to your [TEACH-AK](#) dashboard. If you have not registered for an account, you will be required to complete this one-time registration. You can save your certificate to your dashboard until it is time to renew your teacher certification. One year before your teacher certification expires, you can start the renewal application and attach the certificate to the renewal credit section. You will pay the \$50 CEU processing fee at that time as well.



## CEU Application

### For Participation in Features of Explicit Instruction Asynchronous Course

#### Personal Information

Enter all requested personal information, making sure to use your full name as it appears on your Alaskan Teaching Certificate.

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ MIDDLE INITIAL: \_\_\_\_\_

FORMER LAST NAMES: \_\_\_\_\_ BIRTHDAY: \_\_\_\_\_

#### MAILING ADDRESS

STREET/P. O. BOX \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIPCODE: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_

PERSONAL EMAIL ADDRESS: \_\_\_\_\_

I certify that I have met all requirements to receive a CEU for the *Features of Explicit Instruction* asynchronous course. I have completed the four course modules and included the following:

- A completion certificate for each of the following course modules:
  - Modeling and Practicing to Help Students Reach Academic Goals
  - Supporting Practices: Using Effective Methods to Elicit Frequent Responses
  - Supporting Practices: Providing Immediate Specific Feedback and Maintaining a Brisk Pace
  - Evaluating the Use of Explicit Instruction to Support Students' Academic Needs
- The completed CEU application form

PARTICIPANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_