SCECH: College Conversion Programs

The Michigan Department of Education’s (MDE) Office of Educator Excellence (OEE) encourages the development and use of State Continuing Education Clock Hours (SCECHs) to support Michigan educators in the renewal and maintenance of MDE issued certificates, licenses and credentials.  SCECHs are awarded to participants of meetings, programs, and professional learning opportunities approved by MDE to support P-20 education in Michigan. The following information will guide the Sponsors applying for SCECH programs offering hours utilizing college conversion.

A college conversion program may be entered into MOECS if the course/training has been approved by a 4-year Michigan college/university for academic credit at the time of application. This allows an individual taking that specific course a choice of earning State Continuing Education Clock Hours (SCECHs) or college credit.

College conversion programs must be initiated by the 4-year Michigan college/university by submitting a signed letter of agreement for the course to be offered as SCECHs. The letter of agreement must be on college/university letterhead and include:

* Statement of approval by the college/university for college conversion
* Course title & number
* Course dates
* Number of college credits offered
* Statement confirming the professional learning hours for individuals requesting SCECHs for the course will only be awarded SCECHs and not be able to also receive college credit for the same course. Note: If they receive college credits for the class, they may not receive SCECHs.
* Signature of department Dean or Chair (may be electronic)

To apply for a college conversion program, complete the *Contact Details* area included in the online application.

***Contact Details***: *Is this program also offered for college conversion?*

* Select Yes to indicate the program is being offered for college credit.
* Enter the name of the college in the box beside *If Yes, List College*.
* Enter *College Contact Phone Number* and *# of College Credits Offered*.

***General SCECHs:*** The *General SCECHs* box must contain the total number of hours a college conversion program is worth, converting from *# of College Credits Offered* to SCECHs.

* One college semester credit is equivalent to twenty-five (25) clock hours.

**Questions?** If you have any questions, please contact the MDE SCECH Program Administrator at [SCECH@michigan.gov](mailto:SCECH@michigan.gov) or 517-241-4928.