



National Certification of Educational Diagnosticians

Continuing Education Requirements

The NCED *Code of Ethics* describes an *Educational Diagnostician* as a “professional holding an advanced degree with qualifications necessary to select, administer, interpret, and report results of educational assessment procedures for purposes of individual eligibility, program and intervention planning, and progress monitoring” (p. 1). Continuing education, growth, and development for NCED certificate holders should rightfully center on and revolve around this professional role and quality of practice.

Guidelines

- NCED holders must earn and document 15 continuing education units (CEU) or 150 clock hours of professional development activities (1 CEU=10 clock hours) over a five-year period.
- CEU credits/hours will be submitted electronically at the NCED Web site, <http://www.ncedb.org>
- All required CEU credits/hours must be submitted no later than January 15 after the five-year period concludes.
- Scan all supporting documentation of CEU credits/clock hours and store on CD/DVD (not to be submitted).
- Renewal documentation on CD/DVD is subject to random audit by the NCED Board of Directors.
- Professional development activities are limited to only those that directly relate to the practice of educational assessment, as described in the NCED Code of Ethics cited above.
- The CEU program embodies six (6) areas of activities to encourage breadth of professional growth and development, including professional meetings; collaborative study; independent study; teaching, research, development; graduate coursework; and professional consults.
- A maximum number of clock hours are allowable per area (stipulated on attached chart).
- The 15 CEU (150 clock hours) must reflect a minimum of three (3) areas of professional development activities.

Submit credits/hours online at www.ncedonline.org. Click on <CEU Requirements>

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NCED Areas of Continuing Education & Professional Development

AREA 1: Professional Meetings (Max. 50 hrs.)	Example(s) of Documentation
<ul style="list-style-type: none"> ○ Conferences ○ Workshops and seminars ○ Online seminars ○ Professional development sessions 	<ul style="list-style-type: none"> ○ Certificate of attendance ○ Conference handouts/program ○ Conference registration receipt ○ CEU transcripts
AREA 2: Collaborative Study (Max. 50 hrs.)	Example(s) of Documentation
<ul style="list-style-type: none"> ○ Study groups ○ Case discussion groups ○ Journal clubs ○ Book discussion groups 	<ul style="list-style-type: none"> ○ Summary (1 paragraph) of discussion topic with signatures of 2 other attendees (include contact information)
AREA 3: Independent Study (Max. 50 hrs.)	Example(s) of Documentation
<ul style="list-style-type: none"> ○ Videos, DVDs ○ Audiotapes, CDs ○ Books, monographs, journals 	<ul style="list-style-type: none"> ○ Record of running time of video/audio-presentation or study time, photocopy of title page of material studied, and a 5-7 sentence summary
AREA 4: Teaching, Research, Development (Max. 75 hrs.)	Example(s) of Documentation
<ul style="list-style-type: none"> ○ Presentations at professional meetings ○ Academic courses (Max. course clock hrs.; no duplication) ○ Web sites (Max. 25 hrs.; 5 hrs./page) ○ Manuscripts, articles (Max. 30 hrs.) ○ Books, grants ○ Assessment/intervention products 	<ul style="list-style-type: none"> ○ Presentation handout ○ Course outline/syllabus ○ Copies of Web site content ○ Copies of manuscripts/proposals ○ Copies of published works, letter of acceptance ○ Copyright/patent letter of product
AREA 5: Graduate Coursework (Max. 90 hrs.)	Example(s) of Documentation
<ul style="list-style-type: none"> ○ Graduate-level courses (Max. course clock hours) 	<ul style="list-style-type: none"> ○ Transcripts of coursework
AREA 6: Professional Consults (Max. 90 hrs.)	Example(s) of Documentation
<ul style="list-style-type: none"> ○ Mentoring (Max. 45 hrs.) ○ Program evaluations/reviews (Max. 45 hrs.) ○ Program development (Max. 45 hrs.) 	<ul style="list-style-type: none"> ○ Verification of mentoring placement and dates/hours ○ Copy of evaluation/review report ○ Copy of development report

NOTE: CEU hours must directly relate to the practice of educational assessment, as described in the NCED *Code of Ethics*.

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