

**REQUIREMENTS FOR EARNING SB-CEU's WITH
STRATEGIES TO RAISE STUDENT ACHIEVEMENT – ONLINE COURSE**

- 1. TAKE PART IN THE ASSIGNMENTS AND GROUP ACTIVITIES AS OUTLINED BY THE INSTRUCTOR**
- 2. LOG TIME SPENT PARTICIPATING IN THE COURSE**
- 3. RETURN YOUR COMPLETED LOG SHEET TO SCHOOLCRAFT BY AUGUST 19TH**
- 4. COMPLETION OF SCR REQUIREMENT**

1. Participants are expected to spend 1.5 hours each week reading and watching the online content, completing short assignments, and thoughtfully responding to the other members of your group. Each week, there will be one short answer post and one follow up collaborative comment assigned.
2. Log all time spent on the attached log sheet. There must be a minimum of 6 hours of recorded time spent completing this course.
3. Return your completed log sheet to Phyllis Kramer at: pkramer@schoolcraft.edu; by fax: 734-462-4538, or by mail: Schoolcraft College CEPD, ATTN: Phyllis Kramer, 18600 Haggerty Rd., Livonia, MI 48152-2696.
4. Once the class is over, and you have returned your log sheet; your name will be uploaded to the Secure Central Registry. You will receive an email with instructions for the SCR online evaluation of the course. Your SB-CEUs will be automatically awarded and listed on an unofficial transcript on the SCR.

Any questions concerning the SB-CEUs can be directed to Phyllis Kramer at 734-462-4400, ext. 5161.