

Information about the Continuing Education Unit and the Center Program

What is a Continuing Education Unit?

Many organizations offer Continuing Education Units (CEU). “The primary purpose of the CEU,” as noted by the International Association for Continuing Education and Training (IACET), “is to provide a permanent record of the educational accomplishments of an individual who has completed one or more significant non-credit educational experiences.” The Continuing Education Unit (CEU) is defined as “ten contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction.” CEUs may be awarded by colleges, associations, companies or any other organization. www.iacet.org

Continuing Education Units with the Center for Christian Leadership

The Center for Christian Leadership is a non-academic degree, CEU granting program of the Anderson University School of Theology. Founded in 1972, it provides continuing education for those desirous of enhancing their ministry, whether pastoral or lay oriented. All Center programming is for continuing education (CEU) only and NOT for those seeking an undergraduate or graduate degree. Neither college nor seminary academic credit can be granted for work done through this continuing education program administered by the Center.

The courses available through the Center were written by School of Theology faculty or the faculty of Anderson University. The Certification in Christian Ministry follows the overall structure of other programming of the Seminary, i.e., it contains core courses on the Bible, theology, church history and electives in a variety of areas useful to those in ministry.

While the courses offered by the Center are independent study, the participant in these courses is required to submit progress reports concerning their study and learning. The participant, by their signature, also attests to studying the materials provided via course registration to their fullest. CEUs are awarded upon satisfactory completion of study materials.

Awarding of CEUs

The Center maintains a Participant File and Enrollment Report for all individuals enrolled in its program. These records are maintained electronically as well as in hard copy format. A participant is considered active as long as they are in the process of completing coursework. A participant may be placed in an inactive status after five years where no coursework is completed. However, the inactive file may be made current at any time by registering for a course or submitting materials for CEU recognition.

Calculation of CEUs

As defined by IACET, one CEU is awarded for “each ten clock hours (sixty-minutes=one clock hour) of instruction involved in a program.” Instructional hours are not considered for time involved in breaks, meal functions at seminars or conferences, social activities, or business and committee meetings. For example, 10 clock hours equals one CEU; 3 clock hours equals .3 CEUs; or 17 clock hours equals 1.7 CEUs.

Center courses have a predetermined CEU. This is determined by how many hours it will take the average participant to complete the reading assignments and exercises outlined in the course materials. See the Center’s certification section for the number of CEUs provided for a given course.

A participant may also receive CEUs for seminars or conferences attended or books read. To receive CEUs for these study items, please refer to and complete the forms available in PDF on this website. (See Download Forms)

Programming Quality

The IACET states that “the concept and term CEU is in the public domain. This designation can be awarded voluntarily and no permission to use this designation is required. Any organization can offer CEUs.” However, the Center is committed to quality materials for all those involved in its programming. The Center regularly reviews its materials and updates them to insure quality content and delivery. The Center also reviews its certification structure, adding and deleting courses as believed appropriate to insure the participant is receiving the most useful training for their ministry context.