

Offering Continuing Education Credits for Educators

Washington State Clock Hours

K-12 teachers and administrators in Washington state accrue continuing education credits called “clock hours” to maintain their certification. These clock hours can be earned through many types of professional learning activities, including trainings, workshops, symposiums, book studies, conferences, and more. Clock hours must be offered by an OSPI-approved clock hour provider; ConnectEd is one such provider.

Requirements for Offering Clock Hours

Your event must align with one or more of the standards identified by OSPI.

There are also special sub-types of clock hours which have their own particular requirements:

- **Equity clock hours:** Both teachers and administrators must complete clock hours focused on equity-based school practices (teachers need 15 hours, administrators need 10). To offer equity clock hours, your event must be aligned with one or more of the PESB cultural competency, diversity, equity, and inclusion (CCDEI) standards.
- **Leadership clock hours:** School administrators must complete 10 clock hours focused on educational leadership. To offer leadership clock hours, your event must be aligned with one or more national professional standards for educational leaders.
- **STEM clock hours:** Teachers must complete at least 15 clock hours with an emphasis on STEM integration. To offer STEM clock hours, your event must:
 - Authentically integrate two or more of the STEM subjects: science, technology, engineering, and mathematics
 - Engage educators in participating in or demonstrating implementation of a STEM activity

Your event must be in the future. We are prohibited from retroactively approving and offering clock hours.

You must take attendance at your event. We are required to maintain a record of attendance for your event for seven years.

Administrative Costs

You can choose whether to charge participants upon registration or cover the cost with a UW budget. Contact us to discuss options for large events.

\$15 for 1-10 clock hours

\$1 per additional hour (up to total of \$50 maximum)

Ready to get started?

Please contact us at least two weeks before your event starts. The best way to tell us about your event is by completing our clock hour request form: <https://tinyurl.com/UWClockHourRequest>.



Clock Hour
Request Form

Two or more weeks before your event: Once we receive your request, ConnectEd will review your request and ask any follow-up questions necessary to approve your request.

Before your event:

- Our team will then create an online registration page for participants to register for their clock hours. Share this link with participants before the event begins and/or provide time for them to register during the event.
- We will work with you to create a manageable way to take attendance at your event. For smaller events, a sign-in sheet can work well. For events with multiple events, you might maintain a spreadsheet with attendance for each date. For large events like conferences, you might display a QR code linked to an online form where participants can confirm their attendance.

After your event: After we receive attendance for your event, ConnectEd will record the clock hours earned and send participants information about how to access their OSPI clock hour form.

STARS In-Service Hours

Early learning professionals in Washington state accrue In-Service Hours (formerly called STARS). These hours are tracked within the Department of Children, Youth, and Families' MERIT system (Managed Education and Registry Information Tool). These In-Service Hours can be earned through many types of professional learning activities. In-Service Hours must be offered by a state-approved trainer or through a Conference/Special Event application. ConnectEd can help you navigate these options and manage your event in MERIT.

Other Types of Continuing Education Credits

Are you interested in offering continuing education credits for another type of educator or educators in another state? We are happy to help find answers!

Learn More

For more information about clock hours and offering professional learning at the College, visit <https://education.uw.edu/offering-professional-learning-college> or contact the ConnectEd team at ConnectEd@uw.edu.



More Info