

Calculating Your CPDU Requirement for Serving Students with Disabilities in the least Restrictive Environment.

Use this worksheet to determine how many Continuing Professional Development Units you must accumulate for serving students with disabilities in the least restrictive environment. Use the number of semesters remaining on your certificate from January 1, 2002 until you certificate expires. Reduce the number of semesters for any period of exemption.

Standard Certificate- Example

Employment Type	Number of Semesters Remaining	Multiply By	Equals	Multiply By	Equals Number of CPDU Required
Full time Regular Education	2	X 12	24	X .20	4.8
Part-time Regular Education	1	X 6	6	X .20	1.2
Full time Special Education	1	X 12	12	X .50	6.0
Part time Special Education	3	X 6	18	X .50	9.0
Total CPDU Required.....					21.0

Standard Certificate

Employment Type	Number of Semesters Remaining	Multiply By	Equals	Multiply By	Equals Number of CPDU Required
Full time Regular Education		X 12		X .20	
Part-time Regular Education		X 6		X .20	
Full time Special Education		X 12		X .50	
Part time Special Education		X 6		X .50	
Total CPDU Required					(Round UP to nearest .5)

Master Certificate - Example

Employment Type	Number of Semesters Remaining	Multiply By	Equals	Multiply By	Equals Number of CPDU Required
Full time Regular Education	6	X 6	36	X .20	7.2
Part-time Regular Education	4	X 3	12	X .20	2.4
Full time Special Education	6	X 6	36	X .50	18.0
Part time Special Education	3	X 3	9	X .50	4.5
Total CPDU Required					32.1=32.5

Master Certificate

Employment Type	Number of Semesters Remaining	Multiply By	Equals	Multiply By	Equals Number of CPDU Required
Full time Regular Education		X 6		X .20	
Part-time Regular Education		X 3		X .20	
Full time Special Education		X 6		X .50	
Part time Special Education		X 3		X .50	
Total CPDU Required					(Round UP to nearest .5)