

**Michigan Department of Education  
Office of Professional Preparation Services**

**Michigan Virtual University**

Training programs and/or conferences sponsored by Michigan Virtual University (MVU) may be eligible for SB-CEUs via a collaborative agreement between the Michigan Department of Education, Office of Professional Preparation Services, and MVU.

**Participant Responsibilities**

Upon completion of the MVU sponsored training and **no more than 30 days** immediately following the end date of the training, the participant must submit to the SB-CEU coordinator course information and the transcript/certificate of completion form(s) provided by MVU which confers the awarding of the MVU CEU.

**SB-CEU Sponsor Responsibilities**

Upon receipt of the required documentation, the SB-CEU coordinator will award the SB-CEUs and provide the participant with SB-CEU documentation. Transcripts issued by the SB-CEU Sponsors will include credits earned for completion of training/professional development programs sponsored by MVU.

The number of SB-CEUs shall not be less than the minimum or exceed the maximum allowed for program approval as established by the SB-CEU criteria/guidelines or approval of the superintendent of public instruction.