

## PRIEST C.E.U. POLICIES AND PROCEDURES

- A. Each priest working in full-time ministry in the Diocese of Crookston is required to participate in 20 hours of continuing education each year. (A year is considered from July 1 – June 30)
- B. One continuing education unit (C.E.U.) is equivalent to the participation in one hour of an educational experience which is conducted by another person. (Individual screening of audio or visual material, while possibly beneficial, does not count as a C.E.U.)
- C. Each priest is expected to participate in the annual Diocesan Spring Priest Day's. The priest can expect a minimum of eight C.E.U.'s at these days. The number may be greater, depending upon the schedule for that particular conference. An announcement will be made at the time of the conference specifying the number of C.E.U.'s to be granted.
- D. The remainder of the 20 C.E.U.'s may be achieved through attendance of any ministry related educational opportunities held within or outside the Diocese of Crookston. If you submit C.E.U.'s gained from other than diocesan sponsored programs, you will be expected to submit a program of itinerary from the event when you submit your end of the year report (See page 152C-D) giving some indication of the number of hours spent in the educational endeavor.
- E. You may submit the form from page 152C-D of the policy manual to the chairperson of the Continuing Education Committee any time during the year, once you have completed your Continuing Education requirements for that year. Each priest is expected to have his form completed and submitted to the chairperson by no later than AUGUST 1 of each year.
- F. All questions concerning appropriate topics qualifying for C.E.U.'s or the number of hours a particular program offers may be addressed to the chairperson of the Continuing Education Committee.