

## Structural Engineering Certification Board Professional Development Hour Guidelines

The following lettered paragraphs correspond to the *SECB Continuing Education Program Activity Log*. Please use the categories below when completing your Activity Log and comply with the stated guidelines. **A minimum of 15 Professional Development Hours (PDH's) of continuing education and/or professional development is required each year.**

a. **15 Hours combined maximum:** Seminars, Courses and Lectures. Any seminar, course, or lecture in any area that involves the application of mathematics, materials science, and the physical principles of statics and dynamics to the design, analysis, construction and rehabilitation of buildings, bridges, towers and other structures, and parts thereof, to withstand the effects of various loads and environmental conditions while remaining safe and serviceable. Structural-engineering-related Course Work. Continuing education credit will be given as follows: For a semester-long course, 15 PDH's per credit hour. For a quarter-long course, 10 PDH's per credit hour. All 15 PDH's may fall in this category.

b. Attendance at Professional Meetings. **Not more than 5 PDH's** may be earned through attendance at professional meetings of a recognized structural engineering professional organization (such as a State SEA), evaluated at the rate of 2 hours of meeting time equals 1 hour of lecture time = 1 PDH or 1 CEU (1 CEU is equal to 10 PDH's). Note that this limitation does not apply to special seminars, annual meetings, congresses and similar dedicated continuing education venues hosted by professional associations.

c. **10 Hours combined maximum** for the following activities:

University Lectures (Practicing Engineers Only): For full-time practicing structural engineers PDH's may be earned through preparation of University-class lectures; 4 PDH hours per 1 hour of course credit.

Structural Engineering Consulting (Academics only): Full-time academics may earn 1 PDH per 4 hours of structural engineering consulting.

Professional Presentations and Papers: 3 PDH's per paper and or seminar on a topic associated with structural engineering is allowed. PDH credit is limited to one single seminar or presentation per topic.

d. In-house or Employer-given Seminars. **Not more than 5 PDH's** may be earned through attendance of in-house or employer-given seminars.

e. Professional Committees. **Not more than 5 PDH's** may be earned through attendance of Professional Committee activities or meetings, not to exceed 2 PDH's per committee.

f. Professional Practice, BIM, and Risk Management Seminars. **Not more than 5 PDH's** may be Professional Practice or Risk Management-related.



### **Carry Forward Hours:**

1. Please list all PDH's earned in this cycle in the first section on the *SECB Continuing Education Program Activity Log*. (If you list more than 15 PDH's, you will be notified of the number of hours eligible for carryover to next year.)
2. If you had more than 15 PDH's for the last certification cycle and you want to carry them over for this certification cycle, you must enter them in the Carryover section of the *SECB Continuing Education Program Activity Log*.
3. Up to 15 PDH's may be carried forward each year; but no PDH's may be carried forward more than one year.

### **Electronic Continuing Education:**

All *electronic* continuing education claimed for SECB must only come from the following, approved providers. Web-based seminars are *not* required to be live.

1. **ACI** (American Concrete Institute)
2. **AISC** (American Institute of Steel Construction)
3. **ASCE** (American Society of Civil Engineers)
4. **NCSEA** (National Council of Structural Engineers Associations)
5. **NCSEA Diamond Approved** providers (contact [jan@ncsea.com](mailto:jan@ncsea.com) for current courses)
6. **PCA** (Portland Cement Association)
7. **SEI** (Structural Engineering Institute)
8. **SJI** (Steel Joist Institute)

### **Hours that will not be accepted:**

1. Computer drafting software training not related to structural engineering analysis or design.
2. OSHA Safety Training, FEMA USAR Structural Specialist Training, Realtor Training.
3. Home schooling, reading, researching online, self-study for professional license exams.
4. Work on business projects.
5. Other non-professional development activities.

