

As voted by Allamakee Master Gardeners on February 25, 2016

Iowa State University Extension & Outreach - Allamakee County, Iowa Master Gardener Continuing Education Guidelines (CEUs)

Continuing education is an important component of the Iowa State University Extension Master Gardener Program. It is an opportunity to increase or expand your knowledge for the benefit of self and community service. **It must be factual, accurate, and provided by a source generally recognized as research based.** Numerous opportunities are available to help Allamakee County Extension Master Gardeners earn the required 10 Continuing Education Units (CEUs) per year.

How to earn CEUs

1. Attend a class or program sponsored by the Master Gardeners.
2. Attend a horticultural program sponsored by a recognized educational organization, for example, Iowa State University or Community College.
3. Attend a program sponsored by a recognized horticultural organization, for example, Tri-State Forest Stewardship, American Horticultural Society, etc.
4. Attend a program presented by a person with recognized credentials – including *education and/or professional experience in the field of horticulture*.
5. Attend a class presented as a part of the annual Master Gardener training course.
6. Develop a new class or presentation: one hour of continuing education will be allowed for each 3 hours spent developing a new class or presentation up to a maximum of 3 CEUs. Submit a course outline and bibliography to the Extension Office for approval. Teaching the class or giving the presentation will count as Volunteer Service hours. Presentation of a previously developed class earns 1 CEU.
7. Read a book on a horticultural topic. One CEU per book with a maximum of 2 CEUs per year can be earned in this manner. Submit the title of the book to the Extension Office for approval. Readers are encouraged to submit a review of the book to the Newsletter and thus earn Volunteer Service hours too.
8. View an instructional video from the Extension Office Iowa State University or other recognized source. Limit of 2 CEUs per year may be earned this way.

Additional facts about CEUs

1. A good litmus test for a whether a class, book or video may be eligible for CEUs is this: Would the class help you answer horticultural-related questions that may be asked in the Extension Office by Allamakee residents.
2. One hour of class time equals 1 CEU.
3. CEUs are earned in 1 hour increments and include only time spent in the learning activity. Travel time, registration, meals, etc. are not included.
4. If you have a question about CEUs, contact the Extension Office.
5. All programs submitted for CEUs must have some scientific basis – for example, travel tours or garden tours generally do not apply.
6. The reporting year for CEUs is January 1 to December 31.