

SCECHs (State Continuing Education Clock Hours) Registration Directions



SCECH PROVIDER

The Art of Gamecrafting: For Your Classroom, Board Room, or Game Night May 24 – June 30, 2022

Please read all information.

In order to receive SCECHs for the training, please follow the instructions below.

1. Complete the [online Registration Form](#) under Step Two and pay the \$35 registration fee (Step One and Step Three do not apply to this program). The educator's Personal Identification Code (PIC) and email address are required on the registration form. The online registration form should clearly state the title of the conference.
 - a. The Michigan Online Educator Certification System (MOECS) requires an educator's PIC in order for SCECHs to be uploaded.
 - b. If you do not know your PIC, you can find it at michigan.gov/MOECS.
2. Track your time online to show verification of attendance and participation.
3. A maximum of 24 SCECHs are available for the training. The amount of SCECHs awarded is determined by the number of hours you attend and participate in the training. For example, to receive 24 SCECHs, you must participate in the entire training (24 hours). If you participate in eight hours of the training, 8 SCECHs will be awarded.
4. Complete a training evaluation, if applicable.

Upon verification of participation and attendance, Central Michigan University will upload SCECHs for eligible attendees into the MOECS:

- You will receive an email notification from the MOECS once your SCECHs have been uploaded and the required online evaluation is available. Please complete the evaluation within 30 days of the email. (*Email notifications are system-generated and do not come from CMU. The email will come from MOECS-NoReply@michigan.gov.*)
- After completing the online evaluation, the SCECHs are awarded to your account.

If you have problems receiving these emails, please white list the email address and/or notify your Internet service provider to allow these emails. It may also be necessary to check spam, junk mail, or black listed emails.

Individuals who experience difficulty navigating the MOECS, including setting up your account or accessing the evaluation, can contact the MOECS Help Desk at 517-241-5000 or MDE-EducatorHelp@michigan.gov.

REMINDERS

- If you use the MOECS, you must provide your PIC on the **Registration Form**. Your SCECHs will not be uploaded into the MOECS without a PIC.
- Individuals who fail to participate in the entire training or fail to track their attendance will forfeit their SCECHs.
- Individuals who do not hold a certificate/license issued by the MDE no longer have access to the old Secure Central Registry (SCR). Those individuals will be issued a certificate of attendance by CMU that verifies the number of SCECHs awarded.

