

SAMPLE: DO NOT COMPLETE

EDU-2: Course Points (Use additional copy if necessary – label as EDU-4)

Course points are awarded after the successful completion of individual courses, workshops, and other formal, documented educational activities with subject matter that relates directly to geospatial information science or related technology, and applications.

Note: If you have documented Credential Points you can also document Course Points for GIS-related courses (Note a) taken towards that credential.

Procedure

- 1) For courses offered by accredited educational institutions, enter year completed, department and course number, course title, number of credits or continuing education units (CEUs) earned (if applicable), and the duration (in weeks for a college course or in hours for a continuing education course) in Part A below. (See examples on form EDU-2).
- 2) For courses offered by non-accredited educational institutions, enter year completed, course or workshop name, workshop provider, and the number of continuing education units (CEUs) earned (if applicable) in Part B below.
- 3) Calculate Student Activity Hours (b):

Calculating Student Activity Hours (SAH) for credit courses

The formula is $SAH = C \times 3 \times W$ where C is the number of credits per course, 3 is the standard number of activity hours per credit, and W is the duration of the course in weeks. For example, a typical 3-credit college course conducted during a 15-week semester earns 135 points (3 credits \times 3 hours/credit \times 15 weeks = 135 activity hours.

Calculating Student Activity Hours (SAH) for non-credit courses that award Continuing Education Units (CEUs)

The formula is $SAH = CEUs \times 10$ where CEUs is the number of continuing education units per course, and 10 is the standard number of activity hours per CEU.

- 4) Calculate Course Points
Sum all of the Student Activity Hours calculated in Parts A and B and enter that TOTAL at EDU-2 Part C.
Divide SAHs by 40 and enter the result on line EDU-2 Part D, TOTAL COURSE POINTS.
- 5) Attach documentation (e.g. transcripts, certificates of completion, etc.)

Notes

- a) “GIS-related Courses” are defined as those whose subject matter is subsumed by one or more of the eleven “knowledge areas” identified in the University Consortium on Geographic Information Sciences’ (UCGIS) Model Curricula plus computer programming courses. Examples of relevant course titles are outlined in a supplementary “Course Eligibility Guidelines” document that is available from GISCI. **It is the responsibility of the applicant to justify the applicability of particular courses to the satisfaction of the GISCI Review Board.**
- b) For non-credit courses and workshops for which neither credits nor CEUs were earned, Student Activity Hours should be documented by the training provider in the course description and/or certificate of completion. **Undocumented claims will be accepted only during the GISCI five-year “Transition Period” which will last until December 31, 2008. Prior to completing a course whose provider has not documented the course’s Student Activity Hours, you should request such information from the provider. After December 31, 2008 no courses or workshops lacking Student Activity Hours documented by the provider will be accepted for Course Points.**

