BCPE Credit Hour Summary Conversion Grid

CATEGORY	Academic Credit Hours (Semester)	Academic Credit Hours (Quarter)	CE Credit Hours*	Contact Hours**
A. Basic Principles	3	4.5	4.5	45
B. Core Background	6	9	9	90
C. Core Methodology: Analysis & Design of Processes & Products	6	9	9	90
D. Application of Analysis, Design, Validation & Implementation	8	12	12	120
E. Professional Issues	1	1.5	1.5	15
Total	**24**	**36**	**36**	**360**

***Acceptable Courses**

- "Academic Credit Hours Required" are preferred to be from undergraduate or graduate courses by accredited† institutions. Acceptable academic courses can also be taken at an accredited† academic institution or its affiliate(s) (such as university "extension" or "continuing education"), and involves lectures and some type of student assessment (e.g., an examination or project).
- Acceptable continuing education (CE) credit hours or "units" include:

  1. CE credits that have been historically accepted by universities/colleges as "academic" credits/units;

  2. CE credits offered through accredited* universities extension/continuing education programs; and

  3. CE credits offered by boards and professions related to our field and are approved by IACET (International Association of Continuing Education and Training).

  The CE credits or units assigned to a "short-course" are considered only with provision of official proof of enrollment, course content, contact hours, and assessment information. Attending a conference or symposium that offers CE credits for attendance are not considered educational CEUs and will not be counted towards the educational coursework requirement.

- Academic courses taken as “audit” need to be formally acknowledged by the providing institution (e.g., through transcript notation).
- Online courses (e.g., MOOCs such as Coursera, edX®, and Udacity®) are considered only with provision of official proof of enrollment, course content, contact hours, and assessment information.
- “Training” in areas related to the topics listed under the requirements does not constitute formal academic experience and will not be counted towards the educational coursework requirement.

†The BCPE considers a college or university to be acceptable when it is accredited by a regional accrediting commission. International degrees will be deemed acceptable based on an equivalent institutional accreditation of their presiding education system.

****Note:** Each semester credit hour requires 15 contact hours. A CE credit hour is equivalent to one quarter credit hour and both require 10 contact hours. One semester credit hour is equivalent to 1.5 quarter or CE credit hours.

The comparison grid of units/hours is provided for convenience. A core background in HFE obtained primarily through training (versus education) programs is not acceptable.