

**BOARD OF EXAMINERS FOR COUNTY HIGHWAY AND CITY STREET SUPERINTENDENTS
CLASS A HIGHWAY/STREET SUPERINTENDENT LICENSE RENEWAL FOR 2016-2018
TOTAL PROFESSIONAL DEVELOPMENT HOURS (PDH) FORM**

YOUR NAME (*print*): _____

Fill-in the "PDH Tally" column" by totaling all qualifying Professional Development Hours (PDH) you obtained while holding a Class A License during the period January 1, 2013 through December 31, 2015, and for which you have kept sufficient records. Then, apply the "Maximum PDH Allowed" limitation and fill-in the "Allowable PDH Claimed" column. *Keep your detailed documentation; your records are subject to random audit under 425 NAC 2 008.02B2(e).*

Category No.	Category Description From categories listed in 425 NAC 2 008.02(b), "List of 13 categories"	PDH Tally (categ. totals from records)	Maximum PDH Allowed	Allowable PDH Claimed
1.	<i>Pre-certified</i> workshop topics <i>directly related</i> to road/street superintending; 1 PDH / contact hour – 008.02B2(b)i		(unlimited)	
2.	Workshop (not pre-certified) topics <i>directly related</i> to road/street superintending; 1 PDH / contact hour – 008.02B2(b)ii		(unlimited)	
3.	Road/Street superintendent association meeting <i>business sessions</i> ; 1 PDH / contact hour – 008.02B2(b)iii		(unlimited)	
4.	Workshop topics on <i>general management</i> subjects; 1 PDH / contact hour – 008.02B2(b)iv		5.0	
5.	Workshop topics on subjects <i>indirectly related</i> to road/street superintending; 1 PDH / contact hour – 008.02B2(b)v		5.0	
6.	Serving on Board of Examiners; 5 PDH / yr – 008.02B2(b)vi		(unlimited)	
7.	Serving as Board's examination preparer/grader; 5 PDH / year – 008.02B2(b)vii		(unlimited)	
8.	Serving as an officer of a superintendent association (statewide or district); 1 PDH per year, per office – 008.02B2(b)viii		6.0	
9.	Teaching workshop topics directly related to superintending; 2 PDH / hour of actual teaching – 008.02B2(b)ix		(unlimited)	
10.	Completing or teaching a college course directly related to superintending; 30 PDH / course – 008.02B2(b)x		(not applicable)	
11.	Completing or teaching a non-credit course directly related to superintending; 1 PDH / contact hour – 008.02B2(b)xi		(unlimited)	
12.	Presentation of a paper directly related to superintending; 5 PDH per paper – 008.02B2(b)xii		15.0	
13.	Other professional development activities (attach explanation & documentation); PDH on case-by-case determination – 008.02B2(b)xiii <i>Use only if categories 1 – 12 will not fit.</i>		(unlimited)	
→	<u>Excess PDH Carried Forward to 2013-2015</u> (maximum allowed: 10.0) – 008.02B2(a)		10.0	
→	<u>Total PDH Claimed</u> (must total at least 20.0) – 008.02B2			
→	<u>Excess PDH Carried Forward to 2016-2018</u> (maximum allowed: 10.0) – 008.02B2(a)		10.0	

CONTACT HOURS ROUNDED TO NEAREST ½ HOUR. YOU MUST SHOW WHOLE OR HALF PDH ("1", "1.0", "1.5", ETC.).

**This form is available on the NDOR Boards-Liaison Services Section website:
<http://transportation.nebraska.gov/gov-aff/gov-aff-main.html>**