



Guidance for jointly accredited organizations planning to offer ACE credit

ASWB's Approved Continuing Education (ACE) program approves providers of social work continuing education as a service to social work regulatory boards in the United States and Canada. ACE helps social workers identify and easily find the highest quality CE. Each social work regulatory board has final authority in accepting any continuing education.

Calculating CE credit

- A CE credit is defined by ACE as 60 minutes of instruction.
- Courses must be at least 60 minutes in length to offer ACE CE credit.
- The first 60 minutes of any course must be uninterrupted instruction.
- CE credit may be given in quarter-hour increments after the first required hour. Time must be rounded down to the quarter hour. For example, a two-hour and 40-minute course would provide 2.5 CE credits.
- The term “continuing education unit” (CEU), which is defined as 10 hours of participation in an education program, must not be used to measure continuing education credits for social workers unless it is used correctly. Many social work regulatory boards use the term CE. (1 CE = .1 CEU)
- Before offering CE credit to social workers for reading-based asynchronous distance learning (self-paced) courses or hybrid courses with reading-based content, credit hours must be determined either by pilot testing in a manner acceptable to ACE, as detailed in the [ACE Handbook](#) section on pilot testing (Standard 4.9, pages 20–21), or by using another method acceptable to Joint Accreditation. If using another method acceptable to Joint Accreditation, the credit hour determinations must follow the ACE CE credit rules listed above.

Jointly Accredited Organization ACE approval statement and ACE logo

Jointly accredited organizations must display their ACE approval statement on promotional materials and certificates of credit. The [ACE logo](#) may also be used on these materials.

Complete ACE approval statement for Jointly Accredited Organizations of continuing education

As a Jointly Accredited Organization, [Provider name] is approved to offer social work continuing education by the Association of Social Work Boards (ASWB) Approved Continuing Education (ACE) program. Organizations, not individual courses, are approved under this program. State and provincial regulatory boards have the final authority to determine whether an individual course may be accepted for continuing education credit. [Provider name] maintains responsibility for this course. Social workers completing this course receive [number] [type] continuing education credits.

Use of the ACE logo



The ACE logo:

- May be used by provider organizations that have successfully completed the Joint Accreditation approval process and have selected to offer social work credit as part of their approval
- May be used on promotional material and certificates of credit
- May be used only on materials for courses directly related and applicable to social work continuing education
- Must not be confused with the ASWB logo, which may not be used. ACE is the program that approves providers; ASWB is the organization that administers the ACE program