

2017-2018-2019 CONTINUING EDUCATION (CE) MONITORING AND REPORTING SCHEDULE A

This document provides information on the mandatory BCSLA Continuing Education Program reporting and compliance schedule as per BCSLA Policy CE-17P. Regardless of any notifications from the BCSLA, the individual's responsibility to ensure that their CE Credits are up to date. For further information, please visit www.bcsla.org/education/continuing-education-ce.

Reporting Method

All BCSLA Registered Landscape Architects, Landscape Architects, Inactive Landscape Architects, and BCSLA Interns must submit CE credits to the BCSLA office using the online CE Form by logging in at www.bcsla.org.

Minimum Requirements

Membership Type	Minimum CE Credits/Three-Year Reporting Period
<ul style="list-style-type: none"> • Registered Landscape Architect • Landscape Architect • Intern 	30
<ul style="list-style-type: none"> • Inactive Landscape Architect 	15

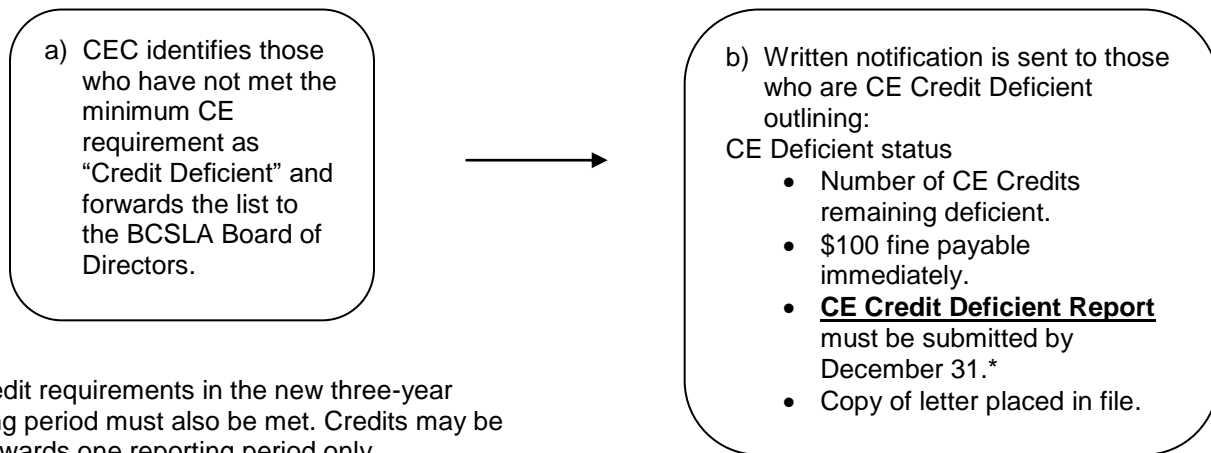
Grace Period

Individuals have until March 31 following the end of a three-year CE reporting cycle to submit their CE Credits. (E.g. January 1 to March 31, 2014 grace period to submit CE Credits for 2011-2012-2013 CE reporting period.)

Procedure and Penalties for Non-Compliance

Following the end of a three-year CE reporting period, the Continuing Education Committee (CEC) and Board of Directors review member files for minimum CE requirement compliance. The following outlines the procedure and penalties for CE non-compliance.

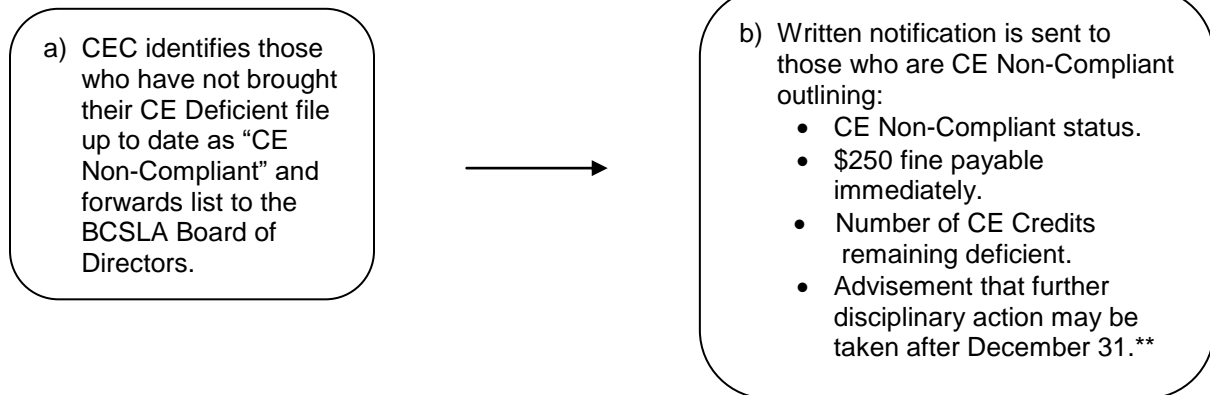
1. CE Credit Deficient – March 31



*CE credit requirements in the new three-year reporting period must also be met. Credits may be used towards one reporting period only.

**BCSLA CE Continuing Education Monitoring and Reporting
Compliance Schedule A - Procedure and Penalties for Non-Compliance - Continued**

2. CE Non-Compliant – December 31



**Further disciplinary action may lead to “Member Not in Good Standing” status as per BCSLA Bylaw 1.18

3. Member Not in Good Standing, Appeals, and Cancellation of Membership – After December 31

