CEU Requirements for Professional and Associate Members

To maintain membership during renewal, Professional members are required to accumulate 30 Continuing Education Units (CEUs) in the three years preceding, with five of those 30 CEUs being related to sustainability. Associate members are required to accumulate 15 Continuing Education Units (CEUs) in the three years preceding, with five of those 15 CEUs being related to sustainability. CEUs are granted based on the criteria noted in this policy.

APLD Professional and Associate members must keep an accurate record of his or her continuing education activities for CEU credits. To maintain an accurate record of continuing education activities, each member can do so from the members’ only section of the APLD website on their profile and are encouraged to use this vehicle to track CEUs obtained. Examples of verification include certificates of participation, attendance confirmation emails, attendee lists, course completion results, receipts, or other documents deemed acceptable. Members must keep records of this information.

Each year, APLD will randomly verify the CEUs obtained by 20% of the members.

Criteria for APLD CEUs
In order to improve their skills as designers, APLD requires that members earn CEUs for renewal every third year. Before submitting courses for renewal, members should ask themselves whether the knowledge acquired by attending a lecture, workshop, conference or field trip will make them better designers and whether it will cover material they do not already know. The program must be geared toward the professional, not the home gardener. No credit is given for panel discussions or roundtables. For garden tours, see the separate Guidelines for Garden Tour CEUs in the Certification area of this Policy Manual.

CEUs may be acquired by attending APLD conferences, conferences sponsored by other horticultural or landscaping organizations, or events sponsored by educational institutions such as arboreta, botanical gardens, community colleges or universities.

The following list is not exclusive but merely indicative of the types of subjects that are eligible for CEUs: Soil, drainage, insect and disease identification and management (IPM but not pesticide application), plant knowledge, plant maintenance, environmental issues which affect design, and specialty areas (such as enabling gardens, horticultural therapy, children’s gardens, wildlife gardens).

Knowledge of these subjects has direct bearing on how a design is created, e.g., the ability to choose plant material that is resistant to insect, animal and/or disease problems; to design for the degree of maintenance requested or to design appropriately for specific sites. Lectures generally receive one CEU for one hour of instruction.

Drawing workshops, advanced graphics workshops, advanced design workshops, design problem solving, supervised field trips with instructor, guided garden tours, hands-on workshops and instructed travel generally receive CEUs equal to ½ the amount of time spent minus travel time and time for breaks and meals.

Of the CEUs required, a maximum of ten (10) may be business or APLD service related for Professional members and a maximum of five (5) may be business or APLD service related for Associate Members. APLD believes it is important for our members to stay in business and involved in our organization. Business courses could include estimating, management and marketing (i.e. photography) workshops.