

Continuing Education (CE) Non-Compliant Report Form

All BCSLA Registered Landscape Architects, Landscape Architects, and Interns are required to monitor their Continuing Education (CE) activities. It is essential to maintain high standards within our profession as it impacts the perception, credibility, and integrity of our profession and organization.

This form has been circulated to you because you have been identified as CE Non-Compliant. Please log into your member account or contact the BCSLA office for the number of additional credits required to meet the minimum criteria.

Please submit this report along with the details of your CE activities (use a separate sheet of paper) for your CE Credit Deficient Period to the BCSLA office by **12:00 pm NOON PT October 20, 2023**. For more information, please see the [2023 CE Policy](https://www.bcsla.org/education/continuing-education-ce) or visit <https://www.bcsla.org/education/continuing-education-ce>.

The activities outlined below were undertaken in the calendar year **2021**:

Name: Address: Email: Phone:	Member Category: <input type="checkbox"/> Intern <input type="checkbox"/> Landscape Architect <input type="checkbox"/> Inactive Landscape Architect <input type="checkbox"/> Registered Landscape Architect Membership Number: _____
1. Work experience credits cannot be claimed after 2020	
2. Education Courses and Training Program (minimum 0 credits, maximum 7 credits) List course or program name, sponsor, date taken number of contact hours or contact days, and credits claimed.	
CREDITS CLAIMED: _____	
3. Professional Activities (minimum 0 credits, maximum 7 credits) List each individual activity, subject matter, date, and credits claimed.	
CREDITS CLAIMED: _____	
4. Personal Development (minimum 0 credits, maximum 5 credits) List each individual activity, subject matter, date, and credits claimed.	
CREDITS CLAIMED: _____	
5. Examination (LARE) (minimum 0 credits, maximum 20 credits) List LARE section(s) passed, date, and credits claimed.	
CREDITS CLAIMED: _____	
6. Special Projects (minimum 0 credits, maximum 10 credits) List PGA Webinar (May and June 2021), recording, and credits claimed.	
CREDITS CLAIMED: _____	

You do not need to fill out the 2021 form if you were accepted as an intern in 2022, please fill 2022 form only (see back)

☐ I attest that the information in this report is correct.

2021 TOTAL: _____

Full Name (Print)

Date (MM/DD/YYYY)

Signature

The BCSLA offices are located on unceded Coast Salish territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and səliłwətaʔt (Tsleil-Waututh) First Nations. We recognize and respect the history, languages, and cultures of the First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our organization, our lives and our country.

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Name:	Member Category:
Address:	<input type="checkbox"/> Intern
Email:	<input type="checkbox"/> Landscape Architect
Phone:	<input type="checkbox"/> Inactive Landscape Architect
	<input type="checkbox"/> Registered Landscape Architect
	Membership Number: _____
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☐ I attest that the information in this report is correct.

2022 TOTAL: _____

Full Name (Print)

Date (MM/DD/YYYY)

Signature

2021 MANDATORY CONTINUING EDUCATION POLICY

Introduction

Prior to admission into the British Columbia Society of Landscape Architects, Members and Interns are required to provide evidence of their high standard of education and training. As Members of a professional body, landscape architects accept a responsibility for the continued maintenance of their professional competence:

The Architects (Landscape) Act, Section 11, RSBC 1996

Revised 1996, Section 11, Objects a, b, c and d. –

- a. to uphold public health, safety and welfare as it relates to the professional practice of landscape architecture in British Columbia;
- b. to nurture and further the professional application of landscape architectural knowledge and technique as it relates to the planning, design, development, preservation, protection, restoration, reclamation, rehabilitation, enhancement and management of the environment;
- c. to advance landscape architectural knowledge and technique;
- d. to further and maintain proper standards of professional landscape architectural practice in British Columbia.

Landscape architecture is a broad-based profession requiring many skills and diverse knowledge. The Continuing Education (CE) Program accommodates these diverse needs while promoting excellence in practice, skills, and knowledge. As per the BCSLA Bylaws, the Continuing Education Committee will refer individuals who do not meet the minimum Continuing Education requirements for review by the Board of Directors who will make a recommendation.

It is important for the BCSLA to maintain these CE initiatives that will support its ongoing public visibility and advocacy campaigns. CE Credits for each year must be reported on the BCSLA online system as they are acquired or by December 31 of each year.

Requirements

BCSLA Registered Landscape Architects, Landscape Architects, and Interns are required to report a minimum of ten (10) CE Credits for the annual reporting period. New Members will be required to submit credits on a pro-rated basis. Inactive Landscape Architects are required to report a minimum five (5) CE Credits for the annual reporting period. Retired Landscape Architects are excused from the CE Program. Special consideration to waive the CE requirement is reviewed on a case-by-case basis.

Note: Each Member is obligated to exercise their judgment to determine what constitutes landscape architecture and landscape architecture-related activities. At the end of each annual reporting period, the Continuing Education Committee will review CE Annual Reporting Forms- to prepare a statistical analysis and review at random, a number of Reporting Forms to verify the CE Credits claimed.

Reporting, Monitoring and Compliance

To maintain the criteria for Membership within the Society, all Members must regularly monitor and report their Continuing Education activities using the CE Annual Reporting Form through the online process; refer to the [CE Input and Credit Guide](#) for instructions. The CE Annual Reporting Form will be reviewed for CE Policy compliance. Refer to [Policy for CE Annual Non-Compliant Members](#) for details of the procedure and penalty structure for individuals who are found to be CE Non-Compliant.