

2023 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 \(2021\)](#) 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. Special consideration for Members will be reviewed on a case-by-case basis; please contact the BCSLA office.

The BCSLA offices are located on unceded Coast Salish territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and səliłwətaʔ (Tseil-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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Credit Categories

Credits for work may not be claimed after 2020

1. Education Courses and Training Programs

Members may claim credits for successful completion of substantive courses in landscape architecture and landscape architecture-related fields and programs which upgrade their skills. Courses and programs offered by any landscape architectural organization (e.g. BCSLA, CSLA, CELA, ASLA, CLARB, IFLA, and/or other relevant professional societies or private sector delivery agencies) are eligible for CE Credits. **A maximum of 7 credits** can be reported for this category.

<i>Credits</i>	<i>Activity</i>
4	Full attendance at the BCSLA Conference and Annual General Meeting (2 per each day of attendance).
1	Attendance at BCSLA Annual General Meeting including preparation and participation.
2	Per 6 contact hours or full-day attendance at CSLA, ASLA, and IFLA congresses or conferences, seminars, or workshops offered by an allied association or organization
0.5	Per summary of presentation or lecture for other BCSLA Members (who were unable to attend) in a comprehensive review, in addition to CE credit claimed for attendance.
Varies by Contact Hours	Lectures offered by the BCSLA CE Committee or other allied associations on a landscape architecture-related topic to a maximum of 5 credits based on 0.5 credits per hour of activity
Varies by Contact Hours	Self-directed study (e.g. reading a book/article on landscape architecture, webinars, taking an online tutorial, lunch and learns, etc.), to a maximum of 4 credits based on 0.25 credits per hour of activity
Varies by Contact Hours	Visioning projects (e.g. design or planning workshops, charrettes) varying by project. One credit per day (4 hours minimum attendance), to a maximum of 6 credits. Please consult with the CE Committee Chair if unsure.
Varies by Contact Hours	University Courses for full credit or audit (including MOOC courses), to a maximum of 6 credits: ¹

¹ 12-week course with 3 hours per week = 36 contact hours for 6 credits OR 3-day training program with 6 contact hours each day = 18 contact hours for 3 credits

Credit Categories (continued)

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2. Professional Activities

Credits may be claimed for activities undertaken in **landscape architecture and landscape architecture-related fields** (see Architects (Landscape) Act, Section 11, RSBC 1996, Objects b and c) such as conferences, seminars, workshops, presentations, lectures, literary contributions, and service to the landscape architecture profession provided by BCSLA, CSLA, CELA, ASLA, CLARB, IFLA etc., educational institutions, or private sector delivery agencies. **A maximum of 7 credits can be reported for this category.**

Service

<i>Credits</i>	<i>Activity</i>
5	Per year service on a board such as BCSLA, or CSLA, as a BCSLA representative.
4	Per year service as BCSLA or CSLA committee chair.
2	Per year service as BCSLA or CSLA committee member.
2	Per year service on a working group, task force, panel, committee (e.g. CELA, ASLA, CLARB, IFLA).
4	Per year service on a BCSLA or CSLA Municipal task force, Design Panel, Environmental Group, or similar committee.
0.5	Per event (i.e. Conference, Social Events, CE Events, etc.) as a BCSLA or CSLA volunteer.
0.5	Per meeting attended to a maximum of 4 credits per year as a representative to a government or other association or agency; advisory group or committee; or to another professional association.

Teaching / Writing

These professional activities are over and above responsibilities to employment and contribute to the body of knowledge and appreciation for the art and science of landscape architecture. Research reports and papers prepared in the course of employment are eligible for CE credits when modified and published in another forum.

<i>Credits</i>	<i>Activity</i>
10	Book published.
5	Contributing author or editor.
4	Technical or research article as sole author.
1	Per day guest critic at a landscape architecture school, or related college.
2	Per presentation or lecture to fellow professionals, colleagues, or students, and to the public.
2	Position paper or opinion/editorial submission.
1	Written review (independent of employment).

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Credit Categories continued

3. Personal Development and Community Service

Personal development activities undertaken in **any related field**, consistent with the Bylaws and Standards of the BCSLA, that allows a member to gain personal skills, confidence, and leadership experience such as: public speaking, writing and publishing, media outreach, leadership roles, networking clubs, and volunteering with NGO or community service clubs. **A maximum of 5 credits can be reported for this category.**

<i>Credits</i>	<i>Activity</i>
5	Book published.
2	Contributing author or editor.
2	Technical or research article as sole author.
1	Per day guest critic at a school or related college.
1	Per presentation or lecture to fellow professionals, colleagues, students, and to the public.
1	Position paper or opinion/editorial submission.
0.5	Per meeting attended to a maximum of 4 credits per year as a representative to a community working group, NGO, or other community volunteer initiatives.
0.5	Written review.

4. Examination

For any section of the LARE passed during the reporting period. **A maximum of 5 credits can be reported for this category.**

<i>Credits</i>	<i>Activity</i>
5	Section 1 – Project Construction and Administration.
5	Section 2 – Inventory and Analysis.
5	Section 3 – Design.
5	Section 4 – Construction Documentation.
5	Leading a LARE Workshop.
0.5	Intern participation in a LARE Workshop.