

ALBNL CONTINUING EDUCATION PROGRAM (CEP) BULLETIN
September, 2024

WHAT'S ON THE GO IN CYCLE 11

1. Effective July 1st the following chart outlines the number of Learning Hours that must be collected during the current Cycle:
License Holders:
 - CORE: 25
 - Self-Directed: 45**Intern Architects:**
 - CORE: 12.5
 - Self-Directed: 22.5

2. License Holders and Intern Architects who are deficient in mandatory hours for CORE and Self-Directed categories at the end of a Cycle will be subject to a fine as per the ALBNL Mandatory CEP Enforcement Process. These Individuals can use the Six-month Grace Period to obtain the missing hours, following the close of the Cycle end, however, Carry Over Learning Hours will not be considered after the audit.

3. The Carry Over Learning Hours approved in Cycle 10 will ***only*** apply to Cycle 11 and cannot be used in another Cycle.

4. The maximum possible Carry Over Learning Hours for Cycle 11:
License Holders: 8 CORE and 8 Self-Directed
Intern Architects: 4 CORE and 4 Self-Directed

5. Posting Learning Hour activities over the maximum amount required in both CORE and Self-Directed categories will be capped at the maximum allowed for each category; anything posted after the maximum cannot be used.

6. Multiple activities shall not be grouped into a single activity entry or type, or any other grouping. License Holders and Intern Architects are required to report individual entries for each individual learning activity, including identification of the actual date the activity occurred (not the date of the entry), title, provider, and type.

7. Service Group Activities i.e., Board meetings and discussion group activities cannot be used for Committee and Discussion Group categories, except where it can be shown to have relevant architectural application.

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8. The Self-Directed “Multimedia” includes listening to audio books and podcasts, watching documentaries and videos, reading of books, periodicals, or journals related to the business or practice of Architecture. Individuals are reminded not to group activities or reading under one entry. Doing so, may result in the loss of logged hours at the discretion of the Audit Committee.
9. An approved CORE learning course/activity must be substantiated with a ***Certificate of Completion*** and include the following criteria: Name of Approved Provider, Name of Participant, Title of approved course/activity, and Date, time, and duration of the event.
10. The Continuing Education audit will begin at the close of Cycle 11 - June 30, 2024.
11. **Education Provider Program (EPP)** will guide you to a variety of Core Learning Activities. **Background:** This program is a platform for professional organizations, businesses, and educational providers to liaise with the ALBNL, AANB & NSAA to offer a wide range of reviewed and approved Continuing Education activities to members. The EPP is a system by which one of the three regulators will review and approve third-party CE opportunities. This system ensures that all CE sessions meet the curriculum and intent of the CE program and provides a level of confidence to members and the public that the quality of these CE sessions will be recognized by their regulator. For more information about the program and a list of our Registered Education Providers + Approved Courses visit: <https://epp.aanb.org/en>

EPP In person Learning Sessions:
<https://epp.aanb.org/en/learning-opportunities/in-person-learning-sessions>
EPP Distance Learning Sessions:
<https://epp.aanb.org/en/learning-opportunities/distance-learning>
12. License Holders and Intern Architects have the choice to seek recognition or equivalency for learning activities completed during the Continuing Education Cycle. In order to have a course assessed for CORE eligibility, a License Holder or Intern Architect must submit the form titled [“CORE Request for Assessment of CEP Activity”](#) .
13. All CEP Forms relevant to Cycle 11 are included with this Bulletin and can be found at <https://www.albnl.com/documents/the-board/policies-and-guidelines-adopted-by-the-board/continuing-education-requirements/>