



Ohio Architects Board Ohio Board of Landscape Architect Examiners

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Continuing Education Self-Report Form

Use a separate form for each learning activity. Indicate the number of hours sought for the activity. Attach documentation to support claim. Activities not listed do not qualify. Retain in your files indefinitely.

Complete all information:

Name	Ohio Registration #
Street Address	City/State/Zip Code
Daytime phone	Email:
Check type of activity and attach appropriate documentation:	
<p>____ Teaching at an accredited institution of higher learning. Twelve hours of continuing education credit for each one hour of academic credit provided by the course except that after the first year, the maximum credit for the same course may not exceed a total of six hours of continuing education credit. Course must be related to the licensee's profession and taught during renewal period.</p>	<p>Name of Institution _____ Title of Course _____ Hours of academic credit _____ Dates Taught _____ to _____</p> <p>Must include letter from university.</p>
<p>____ Publishing a book or an article in a professional journal, for one time credit for each book or article and must be related to the profession of architecture. Credit: One hour of continuing education credit for each hour of preparation, not to exceed eight hours total of the continuing education requirements of the renewal period. Article/book must have been published during renewal period.</p>	<p>Title of book or article _____ Name of publisher or journal _____ Date of Publication _____ Hours (8 max.) _____</p> <p>Must include copy of title page or article with date.</p>
<p>____ Teaching a course or seminar, delivering a lecture, presenting a paper, or a program, workshop or monograph at an educational event meeting the Board's requirements. Credit: One hour of continuing education credit for each hour of presentation plus one hour of continuing education credit for each hour of preparation. Credit allowed only once for the same program and may not exceed 50% of the total required continuing education credits for the renewal period. Course must have been taught during renewal period.</p>	<p>Name of Event _____ Title of Course or program _____ _____</p> <p>Hours of CE credit _____ Dates Taught _____ to _____</p> <p>Must include verification from approved provider.</p>
<p>____ Voluntary service to a public entity, to which you are appointed due to professional status. Examples: planning, zoning, and design review boards. Non-governmental entities do not qualify. Credit: One hour of continuing education credit for each hour of work, for a maximum of eight hours. Service must have been during renewal period.</p>	<p>Name of Board or Commission _____ _____</p> <p>Hours (Arch: 8 max; Landscape Architects: 6 max) Dates of Service _____ to _____</p> <p>Must include minutes or letter from appointing authority.</p>

By submitting this form, the registrant affirms that the described activities were completed. Falsification may result in disciplinary action.

Signature _____ Date _____

Rev. 06/10