

This Week

New AIA Distance Learning Education Policy Covers Magazine Articles for Learning-Unit Credit

Rules go into effect January 1, 2002

Readers of AIA Continuing Education System (CES)-approved articles in registered-provider magazines earn learning units (LUs) when they complete and submit the test that accompanies the article. Submissions go to the CES provider magazine, as instructed in the magazine. The recording date the CES Records Office in Oklahoma ascribes to those LUs will be the last day of the month in which they receive notification from the provider magazine that the credit has been earned. The Records Office will *not* backdate the LUs to the month the article was published.

Some new AIA/CES rules are going into effect regarding the use of magazine articles for CES credit. Beginning January 1, 2002:

- To ensure material is current, CES-approved magazine articles that are more than two years old can only be self-reported as part of a self-designed research project. They no longer qualify for health, safety, welfare (HSW) credit
- The total number of CES-approved magazine articles that a member may submit for credit each year is eight, regardless of the source
- The test questions will be included at the end of each CES-approved article; test answers may be posted on a Web site, but may *not* be included within the same magazine issue as the CES-approved article.

All CES-registered providers must report credits earned by AIA members directly to the Records Office in Oklahoma for recording on the AIA member's transcript. To comply with state licensing mandatory continuing education, the registered provider will establish a system to provide certificates of completion to participants who are not AIA members. This may include a special fee to cover additional handling, printing, and postage. The provider determines any such processing fee.

All CES providers agree to follow the "AIA Distance Education Policy, Magazine Articles for LU Credit" for AIA members and nonmembers alike. Inconsistency in the practice of awarding credits will result in removal of CES approval of articles.

For more information, contact AIA/CES Director Thom Lowther, tlowther@aia.org or 202-626-7478. 

ASK EVELYN

by Evelyn
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CES Registrar



Disaster Creates Special Circumstances to Meeting Continuing Ed Requirements

Due to the tragedies of September 11, architects living or working in New York, New Jersey, Connecticut, Virginia, or Washington, D.C., may need special assistance to meet their state mandatory continuing education requirements. If you are one of these architects, you should contact the state licensing board in *any* state in which you hold a license. Go to <http://www.aia.org/conted/licensing.asp> for direct links to the state boards. In particular, the New York State architecture board indicated that they would address each architect's MCE requirement on an individual basis. Should you be audited by the New York State Board, call Pat Pittack, 518-473-8068, for assistance.

The deadline for AIA member's CES requirements was September 30. Anyone in need of special assistance due to the disaster should contact the CES registrar immediately, 202-626-7436 or emccamey@aia.org.

Q. I missed the September 30 deadline for submission of my audit materials. What do I do?

A. You may still reinstate your membership. Reinstatement forms may be submitted at any time. However, you have forfeited the option to report any activities completed in 2000. Exemption forms submitted after September 30 will be handled on a case-by-case basis. If you need an exemption or a reinstatement form, contact the CES registrar immediately, 202-626-7436 or emccamey@aia.org.

Q. How do I know if my exemption/reinstatement forms have been accepted?

A. Anyone who submitted an exemption or a reinstatement would have been notified ASAP if they were denied. After all records have been processed confirmation letters will be sent out. Expect to begin seeing them by the end of October.

Q. How do I know if my membership has lapsed?

A. You will be sent a letter via registered mail. These also will begin to arrive by October's end. 