



IA Continuing Education Units Program Application

Submit this application to have your program considered for CEU approval toward Irrigation Association certification renewal.

Continuing Education Program Approval

Programs considered for IA continuing education unit must include training related to at least one of the core competency areas of the IA certification programs.

Core Competency Areas:

Irrigation Audit Procedures	Irrigation Scheduling
Irrigation Design	Irrigation Installation
Irrigation Equipment and Technology	Electrical (low voltage irrigation only)
Irrigation Hydraulics and Pumps	Soil-Water-Plant Relationships
Irrigation Maintenance and Repair	Irrigation Water Conservation

A Tier One training course cannot be proprietary in nature and must be available to all IA members.

Continuing Education Provider Qualifications

Presenters should be proficient in subject areas being taught.

Continuing Education Program Application Procedures

Complete the IA CEU Program Application. A separate application should be completed for each course that an individual or organization wishes to offer IA CEU's. Multiple course offerings with different presenters should include a description of each of the courses offered with the credentials of each of the presenters listed in the application. Course descriptions and learning objective must be included in the application and include the length of instructional time. Application must outline current education, experience, certifications, and licenses held by the presenting individual.

An application fee is assessed for each course, lecture, or program application submitted for IA CEU approval (please see cost below). This fee is required prior to the IACB reviewing an application for continuing education units. If an application is approved, your program will be listed as an approved program for continuing education units in IA materials.

Length of course submitted	Cost per application
4 hours or less	\$50
4 hours to 8 hours	\$100
Over 8 hours	\$200

An original copy of all applicable program brochures showing dates, times, and session titles offered must accompany each application. If you wish to include the IA logo with your marketing brochures and advertising, contact the IA at 703.536.7080.

If approved, a specific number of CEUs will be awarded. CEU value is dependent upon the amount of time a participant shall spend in the actual lecture/learning environment and based on the three tier system the IA has established.



Irrigation Association Tier Breakdown:

Irrigation Training - TIER 1

CAP:	No cap (maximum) on the number of CEUs per year earned in this category
	CEUs in this category are earned at the rate 1 CEU per hour of attendance
QUALIFYING ACTIVITY:	Attending irrigation educational or brand specific courses or seminars
	Teaching irrigation education or brand specific courses or seminars
TRAINING DEFINITION:	Irrigation educational courses and seminars are typically sponsored by, but are not limited to, trade associations, educational institutions, IA licensed providers, professional irrigation instructors, manufacturers or distributors.
	Subject matter within this tier is directly related to irrigation and can be brand specific. Examples of acceptable courses: irrigation scheduling, irrigation hydraulics, or irrigation installation. Backflow and water harvesting classes fall in this category. The 40 hour backflow course earns 10 CEUs and recertification course earns 5 CEUs.

Irrigation Training - TIER 2

CAP:	A maximum of 5 CEUs per cycle may be earned in this category
	CEUs in this category are earned at the rate 0.5 CEU per hour of attendance
QUALIFYING ACTIVITY:	Judging an irrigation competition
	Attending "in-house" irrigation courses or seminars
	Teaching "in-house" irrigation courses or seminars
TRAINING DEFINITION:	Irrigation courses and seminars are offered by an individual's employer.
	Subject matter is directly related to irrigation and can be brand specific.

Irrigation Training - TIER 3

CAP:	A maximum of 5 CEUs per cycle can be earned in this category
	CEUs in this category are earned at the rate 0.25 CEU per hour of attendance
QUALIFYING ACTIVITY:	Attending irrigation or green industry trade shows
	Attending or teaching green industry or pesticide application courses or seminars
	Attending or teaching business courses or seminars
TRAINING DEFINITION:	Irrigation or green industry trade shows attendance is considered for walking the trade show floor or attending corporate sales meetings. Staffing of an individual's employer or affiliate trade association booth does not qualify in this category.
	Green industry courses and seminars are typically sponsored by, but not limited to, manufacturers, distributors, trade associations, and educational institutions.
	Subject matter is indirectly related to irrigation and can be brand specific.
	Landscape lighting and hardscape classes and seminars do not qualify for IA CEUs. Business courses and seminars are typically sponsored by manufacturers, distributors, trade associations, and educational institutions. Subject matter is directly related to irrigation industry business functions.

Class Approval

Classes that are approved by the IACB will be issued a class number, number of CEUs and tier approved for course. Providers should give students a certificate that includes their name, title of class, course number, date of class, total contact hours (length of course), signature of presenter.

Renewal

Approval that is granted by the IACB is valid for one year from the date of the first event. The class may be presented multiple times throughout the one year time frame for no additional charge as long as no significant change to the class is made. After expiration of the one year time period, a new application and fee must be submitted to the IA for review. Past acceptance of a class for CEU's does not guarantee future acceptance.



IA Continuing Education Program Application

Application to be completed:

Contact Information

1. Name of individual or organization applying for IA CEU approval:

2. Name of official contact person for event:

3. Mailing address and phone # for contact person:

Street _____ Suite/Apt.# _____

City _____ State _____ Zip Code _____

Phone _____ E-mail _____ Web site _____

Course Information

1. Title of course for which you are submitting CEU approval:

2. Location(s) the course will be held:

3. Date(s) of the activity/course: _____

4. Enter Core competency and Tier you feel (see previous pages) your activity/course falls:

5. Briefly describe the activity/course objectives for which you are submitting for IACB CEU approval. _____

6. Who is the target audience for your event? _____

7. Upon completion of the program students will be able to _____

8. Amount of contact hours each participant shall spend in actual lecture, excluding breaks: _____



Instructor Qualifications

1. Credentials of presenter (Education, experience, certifications, licenses, etc.)

2. Previous presentation experience

Submission Checklist:

- Completed application for each course/lecture/topic submitting for CEU approval status
- All applicable program brochures showing event description, date, time, and session titles
- \$_____ single event

Mail the completed application and appropriate forms and fees to:

IA, 8280 Willow Oaks Corporate Drive, Suite 400, Fairfax, VA 22031

Email the completed application and appropriate forms and fees to:

certification@irrigation.org

Fax the completed application and appropriate forms and fees to:

703.536.7019

Payment Information:

_____ Check Enclosed Credit Card: VISA MasterCard American Express

Card Number: _____ Amt. \$ _____

Exp. Date: _____ Card Verification Code: _____

Name on Credit Card: _____

Signature: _____

For IA Office Use: Course Number: _____ Expiration Date: _____
