

RULE REVISION effective 7/8/2003
CHAPTER IV - MANDATORY CONTINUING EDUCATION PROGRAM

(1) PURPOSE. Each registrant shall be required to meet the continuing education requirements of these guidelines. These guidelines provide for a **mandatory** continuing education program to insure that registered landscape architects remain informed of those technical and professional subjects the Committee deems appropriate to safeguard life, health, and promote the public welfare.

(2) DEFINITIONS:

(1) CEU - Continuing Education Unit. One CEU is equal to 50 minutes contact (clock) time. Twenty-four (24) CEUs are required. CONTINUING EDUCATION HOURS ARE NOT EQUIVALENT TO LEARNING UNITS.

(2) Health/Safety/Welfare - Educational activities in which the teaching methodology consists primarily of the systematic presentation of relevant topics by qualified individuals or organizations (including professional development programs), courses of study taught in person or by correspondence, organized lectures, presentations or workshops and other means through which identifiable technical and professional subjects are presented in a planned manner. Videotaped instructional materials and self-study courses (such as those found in landscape architectural magazines) are allowable if the registrant can (a) account for the amount of time spent completing the activity; (b) summarize the content of the activity; and (c) relate the activity to the health, safety, and welfare of the public. Documentation may be required at the committee's discretion.

(3) Topics - Technical and professional subjects which directly safeguard the health, safety, and welfare of the public.

Examples include, but are not limited to, site design, environmental or land use analyses, life safety, landscape architectural programming, site and soils analyses, accessibility, structural systems considerations, lateral forces, building codes, evaluation and selection of building systems, products or materials, construction methods, contract documentation, construction administration, building design, etc.

(4) CE Committee - The Continuing Education Committee shall consist of members of the Landscape Architecture Advisory Committee.

(3) POLICY AND ADMINISTRATION. The Committee shall have the following duties:

- (a) to exercise general supervisory authority over the administration of these rules; and
- (b) to establish regulations consistent with these rules; and
- (c) to organize sub-committees and delegate executive authority.

(4) SCOPE AND EXEMPTIONS

- (a) Scope: These rules shall apply to landscape architects licensed in the State of Mississippi as a condition for renewal of registration on a biennial basis.
- (b) Exemptions: A registrant may be exempt from participating in the continuing education program for one of the following reasons:
 - (i) A first-time new registrant by examination or first-time reciprocal registrant shall be exempt until his/her first renewal period.
 - (ii) Participant is an emeritus status landscape architect.
 - (iii) Participant is a civilian who serves on active duty in the Armed Forces of the United States for a period of time exceeding one hundred and eighty (180) consecutive days during the biennial report period.
 - (iv) Hardship cases will be considered by the Committee on an individual basis.

(5) REQUIREMENTS

- (a) Each Mississippi registered landscape architect shall complete a minimum of twenty-four (24) continuing education hours each biennial year, beginning January 1, 2004. One continuing education unit (CEU) shall represent a minimum of 50 minutes of actual course time. No credit will be allowed for introductory remarks, meals, breaks or business/administration matters related to courses of study.
- (b) Participants shall complete a minimum of 24 CEUs in health/safety /welfare course study. Health/safety/welfare course study shall consist of participation in education activities presented by individuals or groups qualified by professional, practical, or academic experience to conduct courses of study.

(6) BIENNIAL REPORT

- (a) Each participant shall submit an affidavit (supplied by the Committee) attesting to the registrant's fulfillment of continuing education requirements during the preceding biennial period of two fiscal years ending December 31 of each odd year (Example: January 1, 2004 through December 31, 2005). The affidavit shall be included with the application for license renewal. Only (6) CEUs will be permitted to carry-over.
- (b) Each affidavit shall be reviewed by the Committee and may be subject to audit for verification of compliance with requirements. Participants shall retain proof of fulfillment of requirements for a period of two years after submission in the event that the affidavit and biennial report is selected for audit.
- (c) The Committee may, upon audit for verification of compliance, disallow claimed credit for continuing education units. The participant shall have 180 calendar days after notification of disallowance of credit to substantiate the original claim or earn other CEU credit, which fulfill minimum requirements.