



Pennsylvania Certified Horticulturist (PCH) CEU Category Descriptions and Documentation Requirements

The information on this page is an expanded version of the PCH CEU Guideline Grid. 24 CEUs are required every two years to maintain your certification. CEUs are due by the paid-through date indicated on your PCH ID card. CEUs may be earned and reported in either educational and service categories or all in the educational category. Service CEUs are optional and a maximum of 8 CEUs may be reported in this category. All remaining CEUs must be reported in education. Track your CEUs earned during the two-year recertification period on the CEU Reporting Form and return this form to PLNA with your recertification fee by your paid-through date.

PLEASE NOTE VIEWING EXHIBITS AND TIME ON A TRADESHOW FLOOR DOES NOT QUALIFY FOR CEUs – for example MANTS and PANTS do not qualify for CEUs.

EDUCATION CATEGORIES

Certified individuals must report at least 16 of the required 24 CEUs from the following five educational categories. If reporting less than 24 CEUs in education, the remaining CEUs (maximum of 8) must be reported in qualifying service categories as described below.

Educ1 - 1 CEU per hour of instruction

Continuing education, conferences, and seminars presented by national, regional, or state green industry associations or Penn State Extension. Subject matter must be green industry or job related. Other PRE-APPROVED programs are included in this category. (See instructions for PRE-APPROVAL).

Examples: GIC, ANLA Management Clinic, Penn State Extension programs. These must be Professional level courses. Seminars geared toward consumers such as DIY classes or seminars at consumer home & garden shows DO NOT qualify.

Documentation required: Copy of event brochure or flyer with sessions attended indicated and proof of registration or signed PLNA CEU Certification Form or documentation of in-house training pre-approval from PLNA (if applicable)

Educ2 - 15 CEUs per credit hour

College/University course work and/or College/University-sponsored distance or online learning. Subject areas in horticulture only.

Examples: Colleges/Universities in PA that have approved programs are Bidwell Training Center, Chatham University, Delaware Valley College, Harrisburg Area Community College, Lehigh Carbon Community College, Luzerne County Community

College.Pennsylvania College of Technology, Penn State University, Westmoreland County Community College, Williamson Free Trade School, Temple University.

Documentation required: Proof of completion (certificate or transcript).

Educ3 - 1 CEU per hour of instruction (1 pesticide credit equals .5 CEUs)

Education supporting green industry license completion or renewal, e.g. pesticide applicator license.

Examples: Contractor license, pesticide applicator license. Please note Pennsylvania Pesticide credits do not equate evenly for PCH CEUs. One (1) PCH CEU will be earned for every two (2) Pesticide credits earned. Example six (6) pesticide credits equal three (3) PCH CEUs.

Documentation required Proof of completion or CEU statement from educational or training events.

Educ4 – 8 CEUs for each new certification earned

New certification or designation must be earned during the recertification period. Any additional certifications held at time of earning PCH designation do not qualify.

Examples: Any PLANET certification (Landscape Industry Certified), APLD, RLA, ISA, Irrigation Association.

Documentation required : Copy of completion certificate or award letter.

Educ5 - 1 CEU per hour of course preparation, article writing or reading time (Limit of 12 CEUs per recertification period)

Writing articles or books for publication, preparing presentations at schools, professional conferences, workshop or programs, or reading materials as part of self-study. Subject matter must be green industry related. Each article, presentation and self-study material may be counted only once during a two-year recertification period and cannot earn additional CEUs in future recertification periods unless proof is given that a considerable amount of further research and/or preparation was completed. For CEUs awarded for actual presentation, see Serv4 category.

Examples: Pennsylvania Landscape & Nursery magazine (PLN)

Documentation required with CEU Submission Form upon recertification:

Presentations: Speaking Documentation Form
Article Writing: Writing Documentation Form
Reading: Book Reporting Form

OPTIONAL SERVICE CATEGORIES

Certified individuals may report a maximum of 8 service CEUs earned from the following three Service categories. The remainder of the individual's CEUs (16-24) must be reported in qualifying Education categories. Service CEUs are OPTIONAL.

Serv1 - .5 CEU per hour on site

Participation in a PRE-APPROVED service event. See guidelines at the end of this section for PRE-APPROVAL.

Documentation required: documentation of participation from sponsoring organization with date/location of event and/or PLNA PCH CEU Certification Form.

Serv2 - .5 CEU per hour on site

Serving as a Landscape Industry Certified Technician – Exterior exam Judge or JTA participation on test day. Proctor for PCH or CLT written exam.

Documentation required: PLNA will verify.

Serv3 - .5 CEU per hour

Serving on Board of Directors or a Committee Chair for a national, regional, or state green industry association.

Documentation required: Official Leadership Roster from organization and schedule of meetings attended.

Serv4 - 1 CEU per hour

Teaching or presenting at schools, professional conferences, workshop or programs. Subject matter must be green industry or job related. For CEUs awarded for preparation of presentation, see Educ5 category.

Documentation required with CEU Submission Form upon recertification:

Presentations: Speaker Documentation Form

Serv5 – CEUs awarded based on level of participation (min .5 CEU, max 4 CEUs)

Participation on PLNA.com and OutdoorLivingPA.com Blogs and Forums. Contact PLNA to acquire login information and guidelines.

Documentation required: PLNA will monitor participation