

## Guidelines for Self-Directed Continuing Education

The Self-Directed Activity category pertains to any activity having a direct relationship to the practice of Landscape Architecture, which occurs outside of the normal classroom setting and involves the individual licensee or a select group of licensees.

Mentorship can be used as a self-directed continuing education activity. Licensees can claim up to five hours of the required ten hours of continuing education hours necessary to renew the individual NC landscape architect license each year.

The performance of volunteer disaster mitigation and recovery, in the case of a natural disaster may be used as a self-directed continuing education activity. Licensees can claim up to ten hours for this type of activity.

### Self-directed activities are:

- a) **Unique to the individual applicant and their educational/professional background and are approved only for the individual applicant**
  - b) **Not formally structured/scheduled and cannot be conventionally documented**
- Online activities and webinars which are available to all licensees and where certificates of attendance are provided are NOT considered self-directed.

**Licensees are required to submit a 250-word essay regarding the self-directed activity when the hours are reported.** The self-directed activity will not be counted toward the required ten hours unless the essay is submitted.

**The maximum hours given for any one Self-Directed Activity is five (5) hours. Licensees may only claim (5) hours of self-directed activity per license renewal period,** with the exception of disaster mitigation and recovery hours directly related to the practice of landscape architecture. Ten (10) hours may be claimed.

### Credit for the various types of self-directed activity may be calculated as follows:

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| • Participating in a professional or community service group that encourages professional interaction and/or stimulates public interest and debate. (planning, zoning boards, commissions, etc.) | 1 per 4 contact hours       |
| • Undertaking and documenting research or an investigation on a subject beyond the knowledge and scope of normal work responsibilities   | 1 per 1 contact hour        |
| • Authoring a published paper, article, book, or literature review beyond the knowledge and scope of normal work requirements  | 1 per hour of prep time     |
| • Teaching or instructing* a course, class, lecture, seminar, etc. (*Full time academics may not include activities associated with their usual teaching responsibilities.)                      | 2 per delivery contact hour |
| • Making a presentation at a technical/professional meeting  | 2 per delivery contact hour |
| • Participating in a self-guided tour  | 1 per 3 contact hours       |
| • Participating in a professionally sponsored “basic” or “developmental” seminar, tutorial, short course, lecture, correspondence, televised, internet, or videotaped course                     | 1 per 2 contact hours       |
| • Developing and executing a personal self-directed “basic” or “developmental” course of study such as a literature review that expands one’s professional awareness or capability               | 1 per 2 contact hours       |
| • Mentoring of a student or emerging professional in landscape architecture  | 1 per 2 contact hours       |
| • The performance of volunteer disaster mitigation and recovery, in the case of a natural disaster may be used as a self-directed continuing education activity.                                 | 1 per 2 contact hours       |