# CPE Professional Development Units (PDUs) - Reference Table

CPEs are required to document the earning 24 PDUs annually. Credits must be earned in two (2) different Categories.

<table>
<thead>
<tr>
<th>Category</th>
<th>Activities</th>
<th>Credits Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuing Education / Training</td>
<td>Educational workshops, seminars, or other online courses relevant to profession.</td>
<td>1 PDU / Hour Attendance</td>
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<tr>
<td></td>
<td>Training workshop sponsored by employer or vendor (i.e., lunch-n-learn).</td>
<td>1 PDU / Hour Attendance (10 PDUs / Annual Limit)</td>
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<td></td>
<td>Complete academic courses (post-secondary education) relevant to profession.</td>
<td>1 CEU = 10 PDUs (No Limit)</td>
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<tr>
<td></td>
<td>Estimating Academy Course (online or at Chapter level).</td>
<td>1 PDU / Hour Attendance (20 PDUs / Annual Limit)</td>
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<tr>
<td></td>
<td>Relevant Webinar, Video Conference, DVD, Webcast, Podcast, etc.</td>
<td>0.5 PDU / Hour Attendance (6 PDUs / Annual Limit)</td>
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<td></td>
<td>Attend educational sessions / meetings (included but not limited to conferences, user groups, convocations, Summits, symposiums, etc.). Example: ASPE Annual Summit, Construct - CSI, CURT National Conference, etc.</td>
<td>1 PDU / Hour Per Verified Classroom / Meeting Attendance (Excludes Social Events)</td>
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<tr>
<td>Authorship, Presentation, Teaching</td>
<td>Instructor for a course / workshop / seminar relevant to profession of at least one (1) hour or longer. Note: Remember to claim your equal credit for prep time.</td>
<td>1 PDU / Hour (10 PDUs / Annual Limit)</td>
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<tr>
<td></td>
<td>Deliver presentation at a conference or seminar relevant to profession at least one (1) hour or longer. Note: Remember to claim your equal credit for prep time.</td>
<td>1 PDU / Hour (20 PDUs / Annual Limit)</td>
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<td></td>
<td>Write or publish article(s) or paper(s) in publications relevant to profession. Example: Article published in <em>Estimating Today</em> magazine, ENR, DCD, etc.</td>
<td>4 PDUs / Article or Review (No Limit)</td>
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<td></td>
<td>Review ASPE Technical Papers (limited only by the number of papers available).</td>
<td>4 PDUs / Tech Paper (No Limit)</td>
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<tr>
<td></td>
<td>Contribute to the ASPE Standard Estimating Practice Manual. *</td>
<td>10 PDUs / Published Edition</td>
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<td>* Must be deemed a contributor by the Chair of the Standards Committee of ASPE</td>
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<tr>
<td></td>
<td>Author / Co-Author a book or significant chapter(s) of a book relevant to profession.</td>
<td>20 PDUs / Primary Author - Book (No Limit)</td>
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<tr>
<td></td>
<td>Creator of a published blog.*</td>
<td>0.5 PDU / Blog Post (6 PDUs / Annual Limit)</td>
</tr>
<tr>
<td>Category</td>
<td>Activities</td>
<td>Credits Earned</td>
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</tbody>
</table>
| **Professional Organizational Activities** | Earn an industry related exam-based professional certification or license.  * Included but not limited to LEED, RICS, PE, etc. Does not include CPE certification.  
Professional membership with other industry related professional organization.  
Example: AACE, CSI, SAVE, etc.  
Elected National Board of Directors Member for ASPE or other related organization.  
Perform leadership role on national working groups and/or committees.  
Includes all national committees of ASPE or other organizations.  
Does not include ASPE Technical Committees.  
Member of ASPE National Technical Committee.  
Includes: Education Committee, Standards Committee, Certification Committee.  
ASPE Sponsored Surveys. PDUs assigned by Society Business Office.  
Key planner for ASPE Regional Meeting(s). Must be verified by Regional Governor.  
Attend ASPE Regional Meeting.  
Note: Be sure to sign-in.  
Attend Chapter Meetings and/or events for an organization related to the industry.  
Example: ASPE Chapter Meetings / events, local meetings for AACE, AGC, CSI, etc.  
Elected leadership role for Chapter or appointed position in a local Chapter.  
Example: ASPE Chapter Leadership; AACE, CSI, etc.  
Mentoring. Must be part of an established program; reference Handbook for details. | 3 PDUs / Credential  
(9 PDUs / Annual Limit)  
1 PDU / Active Membership  
Concurrent with Renewal Cycle  
18 PDUs  
(18 PDU / Annual Limit)  
8 PDUs  
(8 PDU / Annual Limit)  
12 PDUs  
(12 PDU / Annual Limit)  
0.25 PDUs / 15 Minutes  
3 PDUs / Regional Meeting Planned  
1 PDU / Hour Per Verified Classroom / Meeting Attendance  
(Excludes Social Events)  
1 PDU / Hour Attendance  
(12 PDUs / Annual Limit)  
5 PDUs / Annual Limit  
1 PDU / Mentee / Year  
(3 PDUs / Annual Limit) |
| **Other Professional Activities**     | Expert witness before a court of law, arbitration and/or mediation.  
Award of professional excellence. Provide name of award and purpose.  
Develop Exam questions (item writing) for ASPE’s purposes or for the ASPE Certification Program. PDUs apply to accepted questions only.  
Volunteer job training activities related to profession.  
Media interview, source, or press release.  
Submit an Individual Professional Development Plan for Certification Renewal Program. Form available on ASPE Website.  
ASPE Certification Exam Proctor.  
Community volunteer work. Must provide details of how the work is relevant.  
Other activity or learning experience related to profession (on job experience). Explanation providing activity description and how it relates to professional development required. | 10 PDUs / Case  
(20 PDUs / Annual Limit)  
10 PDUs / Awarded Concurrent with Renewal Cycle  
0.5 PDUs / Item Added to Bank  
(20 PDUs / Annual Limit)  
1 PDU / Hour of Effort  
(8 PDUs / Annual Limit)  
1 PDU / Source  
(4 PDUs / Annual Limit)  
1 PDU / Renewal Application  
(1 PDU / Renewal Cycle)  
2 PDUs Per Test Proctored  
1 PDU / Hour of Effort  
(8 PDUs / Annual Limit) |

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CPE PDU Reference Table (01.2019)