



# Pennsylvania Certified Horticulturist Associate

## Student Recertification Guidelines

### Recertification Requirements

PCH Associate Students have four years from passing the exam before they must report continuing education. You will be required to pay a recertification fee to keep you on the list at two years and four years after passing the exam. After four years you will be required to start reporting CEUs in addition to paying the recertification fee to maintain your designation.

Once the four years have passed, PCH Associate recertification occurs every two years and within that two year time frame you must obtain 12 Continuing Education Units (CEUs). CEUs for the Associate must be in Education Categories. A recertification fee will also be required.

### PCH Associate Student Recertification Fee

The above mentioned fee charged at two years and four years after passing the exam will be \$25.00. Payment of this fee will keep your PCH Associate status active. If the fee is not paid, you will be removed from the active list that is available to the industry to confirm your status. The fee will be invoiced at least 45 days prior to the due date. Invoices and reminders will be mailed and emailed.

If you are removed from the active list of PCH Associates, you will have to restart the application process again; this includes completing the PCH Associate application, submitting the application fee, and passing the PCH Associate exam.

### PCH Associate ID Card

In order to keep track of your recertification period, you are issued an official PCH Associate ID card. The card identifies you as a PCH Associate professional in good standing along with your Certificate Number and Certified Through (recertification) date. Carry this card with you to document proof of your certification.

### Updating your Contact Information

It is imperative that you keep your contact information updated with PLNA. Notices of new and exciting CEU opportunities, recertification reminders and other pertinent PLNA information will be sent periodically. Much of the correspondence will be sent via email so keeping us notified of changes in your contact information allows you to stay informed.

These guidelines along with all the CEU reporting documents can be found on PLNA's website at [www.PLNA.com/page/PCHAssociateCollege](http://www.PLNA.com/page/PCHAssociateCollege). Check it out periodically for any updates.

Questions? Contact Tiffany Carpenter, Certification Coordinator, at 717.283.1673 or [tcarpenter@wannerassoc.com](mailto:tcarpenter@wannerassoc.com).



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