



Pennsylvania Certified Horticulturist (PCH) ASSOCIATE Recertification Guidelines

Recertification Requirements

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.

Recertification Fees

The two year recertification fee is \$50 for PLNA members and \$150 for non-PLNA members. Confirm with your employer regarding your member status. Recertification fees will be invoiced at least 45 days prior to your recertification date.

PCH ID Card

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

Reporting CEUs

CEUs can be submitted at any time online through the Online Certification Center. Every PCH receives a login to the website and has access to monitor their PCH status including CEU reporting. To ensure accurate reporting, please refer to the CEU Guideline Grid. The online reporting system requires less documentation to be passed along, however, PLNA suggests that you keep documentation of attendance if any question arises regarding your submissions. Online submissions will be reviewed within one week of submission and you will receive email notification when they are approved.

If you do not have an email address, which is required for a login, you can continue to report through the PCH Continuing Education Unit Reporting Form. Please make sure all information requested on the form is completed and the required documentation is included.

Failure to meet the required number of CEUs could result in the revocation of your PCH designation. You will be notified if there are any questions regarding your CEU reporting.

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 you 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/PCHRecert. Check it out periodically for any updates.

Questions? Contact Cathy Corrigan at 717.283.1673 or ccorrigan@PLNA.com.