



Continuing Professional Development Requirements and Procedures

As part of the annual certification renewal process, each Board-Certified Engineer must earn a minimum of **20 professional development hours (PDHs)** in their engineering specialty, including two **2 PDHs in ethics**.

The certification period covers one calendar year: **January 1 to December 31**.

The initial expiration date is **December 31 of the year following initial certification**.

Example, if certified on June 1, 2025, the expiration date is December 31, 2026. The first recertification notice will be sent in October 2026 for the 2027 renewal.

The current recertification fee is:

- **\$200** for ASCE or Institute members
- **\$250** for non-members

Professional Development Hours (PDHs)

A PDH equals one contact hour of instruction or presentation.

A Continuing Education Unit (CEU), typically used for formal courses, equals 10 contact hours, or 10 PDHs, as defined by the International Association for Continuing Education and Training (IACET).

A **professional development hour (PDH)** is a contact hour (CH) of instruction or presentation. It is a common denominator for other units of credit. A **continuing education unit (CEU)** is a unit of credit customarily used for formal continuing education courses. One CEU consisting of ten contact hours of instruction and presentation equals 10 PDHs in a qualifying continuing education course as defined by criteria of the International Association for Continuing Education and Training.

Board-Certified Engineers may earn PDHs through various [ASCE Continuing Education courses](#). In addition, ASCE Members can take advantage of [10 Free PDHs each year](#) as a member benefit!

Any course or activity with a clear technical, professional, or ethical objective that maintains or expands professional skills and knowledge relevant to engineering practice and relevant specialty area qualifies for PDHs.

PDH Activity Table

Item #	Activity	PDHs
1	Completion of CEU-granting continuing education courses.	1 CEU = 10 PDHs
2	Attendance at professional/technical seminars, in-house courses, workshops, professional/technical conventions, and conferences.	1 Contact hour = 1PDH
3	Completion of distance learning seminars or courses.	1 Contact hour = 1PDH

4	College courses: a. 1 quarter credit for audit b. 1 quarter credit for grade c. 1 semester credit for audit d. 1 semester credit for grade	10 PDH 30 PDH 15 PDH 45 PDH
5	Each published professional or technical paper, article, chapter, or report: a. non-peer reviewed b. *peer-reviewed professional or technical paper, article, chapter, or report authored by others	5 PDH 10 PDH
6	Authoring a professional/technical book or manual.	30 PDH
7	Active participation in relevant professional or technical organizations.	2 PDH per organization - Maximum of 8 PDHs allowed.
8	Self-study of professional or technical literature.	1 contact hour = 1 PDH Maximum of 5 PDHs allowed.
9	Each patent (during year patent is issued).	10 PDH

***Peer-Reviewed Definition:**

*Manuscripts submitted to engineering journals are anonymously evaluated by experts to determine publication quality. Reviewing a paper counts as **1 PDH per hour**.*

Instructor Credit:

- First-time instruction of a 1-hour course: 4 PDHs (2 prep + 1 delivery + 1 bonus)
- Subsequent instruction: 1 PDH per delivery (no prep or bonus)

Non-Qualifying Activities

Examples of activities that do not qualify for PDHs:

- Personal self-improvement courses
- Service club meetings
- Teaching/presenting as part of regular employment
- Business meetings
- Equipment demos or trade shows
- Topics unrelated to engineering or ethics

Exemptions

Exemptions may be granted for:

- Active military duty (≥6 months) of the year
- Foreign employment (≥6 months) of the year
- Serious illness/injury to self or immediate family

Additional time will be provided to complete PDH requirements proportionate to the exemption period.

Documentation and Audits

Board-Certified Engineers are responsible for maintaining records of PDHs earned. Documentation should include:

- Activity description
- Sponsoring organization
- Location, dates, duration
- Instructor name
- Certificates, receipts
- PDHs earned

A sample of engineers may be selected for audit, in which those audited must provide detailed verification of all claimed PDHs.

Questions? Email cec@asce.org.