### IN-PERSON SESSIONS INSTRUCTIONS

Our in-person sessions are preapproved for continuing education credits from the organizations below. To obtain credits, please follow the directions for your professional designation. To inquire about obtaining credits with entities not listed here, please contact those organizations and/or info@ndal.org.

<table>
<thead>
<tr>
<th>Profession</th>
<th>Approved for credit by:</th>
<th># Credits</th>
<th>How to Receive Credits</th>
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</thead>
</table>
| Accredited Organic Land Care Professional (AOLCP) | NOFA-AOLCP (Northeast Organic Farming Association Accredited Organic Land Care Professional) | 1 CEU per hour Up to 4 CEUs max per session | 1. Ensure that the CEU field of your [NDAL Events Portal](https://ndal.org) profile states “NOFA.”
2. Sign the Main CEU Sign-In Form at the event and check off the “NOFA” column.
3. Please self-report your CEUs to NOFA by sending a copy of your registration confirmation. |
| Certified Arborist                              | International Society of Arboriculture (ISA)                 | See specific session landing pages on the [NDAL Events Portal](https://ndal.org) | 1. Ensure that the CEU field of your [NDAL Events Portal](https://ndal.org) profile states “ISA” with your ISA member number.
2. Sign the ISA CEU Sign-In Form at the event and write your ISA member number formatted correctly with regard to dash placement and corresponding credential letter (i.e. IL-0001T).
3. Your name will be submitted to ISA for credit. |
| Landscape Architect                             | Landscape Architecture Continuing Education System (LA CES)* | See [https://laces.asla.org/ndl](https://laces.asla.org/ndl) (NDAL’s LA CES page is updated as courses are approved) | 1. Ensure that the CEU field of your [NDAL Events Portal](https://ndal.org) profile states “ASLA” or “LA CES.” Please email info@ndal.org if you update it.
2. Complete the evaluation form on the [NDAL Events Portal](https://ndal.org) or complete the hard copy at the event.
3. Sign the Main CEU Sign-In Form at the event and check off the “LA CES” column. |
<table>
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<tr>
<th><strong>Landscape Designer</strong></th>
<th>Association of Professional Landscape Designers (APLD)</th>
<th>6 CEUs per day</th>
<th>4. Your name will be submitted to LA CES and your completion certificate will be emailed to you within 1 month. Track your credit hours at laces.asla.org.</th>
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</table>
| **Massachusetts Certified Horticulturist** | Massachusetts Nursery & Landscape Association | 1 CEU per day (MA program only) | 1. Ensure that the CEU field of your NDAL Events Portal profile states “APLD.”  
2. Sign the Main CEU Sign-In Form at the event and check off the “APLD” column.  
3. Your name will be submitted to APLD for credit. |

*Courses meet LA CES standards for health, safety, and welfare (HSW) subject matter. The following states within the regions we serve have continuing education requirements and accept LA CES-approved courses: NJ, CT, DE, KY, MD, NH, NY (as long as meets other state requirements), OH, PA, WV, TN, SC, AL, WI, IA, IL, IN, and MO. States within the regions we serve that do not have active continuing education requirements include: MA, ME, RI, MI, and VT. Continuing education requirements by state are listed at [www.asla.org/edrequirements.aspx](http://www.asla.org/edrequirements.aspx) or can be obtained through your state’s Board of Landscape Architecture.*