



## GCCC Certification Professional Development Annual Maintenance Form

Date Submitted:	
Name:	
Address:	
Email address:	
Phone:	
Current Certification Expiry:	
Certification level (CMP or SCMP)	

No ONE category can account for more than 60% of professional development activity

PROFESSIONAL DEVELOPMENT CATEGORY	POINTS AWARDED	YOUR ACTIVITY/DOCUMENTATION*	POINTS
Appropriate professional reading (books or journals)	Five (5) points each for articles or journal chapters, ten (10) points each for books		
Attendance at recognized training or a course of study related to communication	Ten (10) points per 8 hours attendance to a limit of twenty 20 points per event or course		
Attendance or presentation at organized professional events run by a recognized association	Five (5) points per attendance at event; ten (10) points per presentation at event. Limit of twenty (20) points per event.		



Developing the skills of another communicator through a formalized teaching, coaching or mentoring program (excluding line management responsibilities)	Ten (10) points		
Participation in a leadership role for a professional communication association (e.g. serving as a board or committee member for an association)	Ten (10) points per association (multiple points will not be awarded for sitting on multiple committees and boards within the same association)		
Conduct or publish original research	Twenty (20) points		
Contribution to the work of the council, such as through invigilation of exams, undertaking promotional speaking opportunities, or helping draft or grade exams	Ten (10) points available per annum		

Signature

Date

\* Please include documentation of CPD completion with this form uploaded as one completed document when submitting certification maintenance

*Renewal certificates will be emailed within 30 days of expiration.*

Visit website ([gccouncil.org](http://gccouncil.org)) for most current copy. Any related significant changes will be reported to certificants one (1) year in advance.