



RECERTIFICATION TALLY SHEET

January 1 – December 31, 2011

Deadline: February 15, 2012

A. EMPLOYMENT Active employment in the industry (1000+ hrs/yr)	2 credits	_____
B. EDUCATION (at least four credits per year required from this category)		
MLP Dinner Meetings – date(s) _____	2 credits/meeting	_____
MLP Special Seminars – date(s) _____	2 credits/seminar	_____
Cape Cod Landscape Association – date(s) _____	2 credits/meeting	_____
Ecological Landscape Association – date(s) _____	1 credit/event	_____
Massachusetts Arborist Association – date(s) _____	1 credit/event	_____
Massachusetts Association of Lawn Care Professionals – date(s) _____	1 credit/event	_____
Massachusetts Nursery & Landscape Association – date(s) _____	1 credit/event	_____
New England Grows – date(s) _____	2 per day	_____
OSHA Safety Training Courses – date(s) _____	1 credit	_____
The Professional Landcare Network (PLANET) – date(s) _____	1 credit/event	_____
Snow & Ice Management Association – date(s) _____	1 credit/event	_____
University Courses in Horticulture _____	1 credit/event	_____
UMass Green School – date(s) _____	4 credits	_____
UMass/Extension Seminar – date(s) _____	1 credit/event	_____
In-House Training (must be preapproved) _____	1 credit	_____
Other, see attached list of approved associations/organizations _____	1 credit	_____
Please specify sponsor/date(s)/topic/location _____	1 credit	_____
C. CERTIFICATION / LICENSES		
Pesticide Applicators License – state & # _____	2 credits	_____
Massachusetts Certified Arborist – # _____	1 credit	_____
Massachusetts Certified Horticulturist – # _____	1 credit	_____
PLANET Certification – # _____	1 credit	_____
ISA Certified Arborist – # _____	1 credit	_____
Snow & Ice Management Association Certification _____	1 credit	_____
CPR / First Aid Certificate / Defibrillator Certificate _____	1 credit	_____
Other State Horticultural Certifications / Licenses (please specify) _____	1 credit	_____
D. CURRENT MEMBERSHIP		
MLP Member/Member Contact _____	2 credits	_____
Cape Cod Landscape Association _____	1 credit	_____
Ecological Landscape Association _____	1 credit	_____
Massachusetts Arborist Association _____	1 credit	_____
Massachusetts Association of Lawn Care Professional _____	1 credit	_____
Massachusetts Nursery & Landscape Association _____	1 credit	_____
The Professional Landscape Network (PLANET) _____	1 credit	_____
Snow & Ice Management Association _____	1 credit	_____
Other, see attached list of approved associations _____	1 credit	_____
Please specify _____	1 credit	_____
E. INDUSTRY SERVICE		
MLP Board of Directors _____	2 credits	_____
MLP Committee _____	1 credit	_____
MCLP Examining Committee _____	1 credit	_____
Green Industry Alliance _____	1 credit	_____
PLANET Board of Directors/Committee _____	1 credit	_____
Speaker at industry event _____	1 credit	_____
Author published horticulture article – publication/date _____	1 credit	_____
Volunteer at MLP booth for New England Grows – date(s) _____	1 credit	_____
Other, please attach detailed description (subject to approval) _____	1 credit	_____
F. COMMUNITY SERVICE		
Speaker at student career day _____	1 credit	_____
Instructor: high school or college _____	1 credit	_____
Organized/supported community tree planting, planting project – date _____	1 credit	_____
Speaker at community event: landscape – date/topic _____	1 credit	_____
Other, please attach detailed description _____	1 credit	_____

TOTAL RECERTIFICATION CREDITS _____



MASSACHUSETTS CERTIFIED LANDSCAPE PROFESSIONAL RECERTIFICATION OVERVIEW

MCLP certification is valid for one calendar year. During that time you must accumulate 10 recertification credits based on the guidelines below or you are required to retake, and pass, the certification exam.

There are numerous ways to obtain recertification credits during the course of a year. Many of the recertification opportunities parallel other certification and licensing programs. Association membership, industry seminars, community service, and attendance at New England Grows are a few of the ways MCLPs may obtain credit.

All MCLPs are required to obtain ten (10) recertification credits within the calendar year (January 1 – December 31). Accumulated credits may NOT be carried over from year to year. *The year you first pass the MCLP exam is not a complete calendar year, so it is considered a grace period. This is the only instance where credits obtained in a previous calendar year may be used the following year for recertification.*

The MCLP recertification system requires the completion of an annual Recertification Tally Sheet (RTS). The RTS must be returned to the MLP office no later than February 15th of the new calendar year. Once you have satisfied the minimum number of credits, you are welcome and encouraged to submit the form any time during the year.

New Recertification Tally Sheets will be mailed to all MCLPs annually. You may also download the form from our website at www.mlp-mclp.org.

The program operates on the honor system. Proof of attendance is not required at the time the Recertification Tally Sheet is submitted. **Random audits are conducted on an annual basis by the MCLP Committee, so, accurate record-keeping and proof of attendance are the responsibility of the individual MCLP.**

If you are audited in a given year, then you will be required to submit proof of attendance or participation for the credit claimed on your Recertification Tally Sheet.

The annual MCLP renewal fee is included in the MLP dues payment for members in good standing. Non-members pay an annual administration fee of \$55.00 to maintain their MCLP designation.

If the annual recertification requirement is not met by February 15th of any given year, then the MCLP designation will be revoked. An individual whose certification is revoked may elect to re-take the MCLP examination at the regular fee and may renew their status upon successful completion of the examination.

2011 MCLP Committee:

- Douglas McDuff, MCA, MCLP, *Chair*
- Angie Cerruti, MCLP
- Michael Kelley, MCLP, *Past Chair*
- Mary Sullivan, MCLP
- Kevin Szczechowicz, MCLP

The MCLP recertification system is an evolving process and we welcome input from everyone. Please feel free to direct any comments or questions to:

Charissa Sharkey
 Certification Manager
 Massachusetts Association of Landscape Professionals
 8-D Pleasant Street South
 Natick, MA 01760
 Tel: (508) 653-3373 • Fax: (508) 653-4112
info@mlp-mclp.org
www.mlp-mclp.org

ASSOCIATIONS / ORGANIZATIONS APPROVED FOR MCLP RECERTIFICATION CREDIT



MASSACHUSETTS CERTIFIED LANDSCAPE PROFESSIONAL RECERTIFICATION TALLY SHEET

January 1 – December 31, 2011

***This tally sheet and an annual renewal fee must be submitted
to the MLP office via mail by February 15, 2012.
Be sure to retain a copy of all documentation you submit regarding recertification.***

In addition to the organizations and events listed on the MCLP Recertification Tally Sheets, horticultural seminars produced by the following Green Industry associations, organizations or institutions are approved for 1 MCLP credit for each half-day course or 2 MCLP credits for each full-day course. Membership in any of the following is approved for 1 MCLP credit per year. Proof of attendance and/or membership may be requested at an annual MCLP audit.

- ◆ Arboreta (i.e. Arnold Arboretum, Morton Arboretum, Morris Arboretum, etc.)
- ◆ Botanical Societies
- ◆ Horticultural Societies
- ◆ Land Grant Universities
- ◆ New England Grows, Inc.
- ◆ State or Community Colleges
- ◆ State / Regional Cooperative Extension Systems
- ◆ State / Regional / National Allied Green Industry Trade Associations

Name _____ MCLP# _____

Company _____

This is my home company information which is my preferred mailing address.

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

E-mail _____

Please indicate your membership status:

___ I am (or my employer is) an active dues-paying member of MLP,
and my renewal fee is included as an annual member benefit.

___ Non-Member, Annual Renewal Fee: \$55.00 Total Amount Enclosed: _____

Since its inception in 1993, the MCLP Program has educated hundreds of landscape service providers in the Commonwealth. Given the ever-changing nature of landscape management services and the demands of the consuming public, the MCLP Committee oversees the recertification of MCLPs annually. Continued education is a key component of this program. MCLPs are required to obtain ten (10) recertification credits per calendar year in order to maintain their MCLP status. Proof of attendance and/or membership may be required at an annual MCLP audit.

I attest that the credits reflected on this Recertification Tally Sheet are accurate and correct.

Signature _____ Date _____

Please see the reverse side of this page for a list of recertification opportunities approved by the MCLP Committee.



Massachusetts Association of Landscape Professionals
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