

# IGSHPA Continuing Education Credit Form

Accreditation for IGSHPA accredited installers and accredited vertical loop installers is valid for three years. During those three years, an installer must accumulate nine points to renew accreditation. Points can be accumulated in the geothermal, drilling or HVAC fields. OSHA training is also acceptable for education points. Please complete sections one through three as they apply to your accreditation renewal, then sign and return the form to:

**Mail:**  
IGSHPA  
1723 W. Tyler Ave.  
Stillwater, OK 74078

**E-mail:**  
igshpatraining@okstate.edu

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Name of Applicant

Accreditation Number

## Section 1. Employment

The installer may accumulate up to 4 total points by remaining continually employed for three years in the combined geothermal heat pump installation, heating, ventilation and air-conditioning field. For those with less than three years of employment, points are accumulated at the rate of 1.33 points per year.

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Employer

Dates of Employment

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Employer's Address

Number of Points (4 points maximum)

## Section 2. Membership

The installer may accumulate up to 4 total points by continuous membership in IGSHPA and other geothermal industry related organization(s). The points are accumulated 1 point per year of membership since the last accreditation renewal. Membership in more than one organization will apply toward accumulation of multiple points per year. Acceptable organizations include BUT ARE NOT LIMITED TO: NGWA, GEO, ASHRAE, AEE, and state and regional organizations.

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Organization

Dates of Membership

Number of Points

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Organization

Dates of Membership

Number of Points

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Organization

Dates of Membership

Number of Points

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Total Number of Points Section 2 (4 points maximum)

### Section 3. Education

The installer may accumulate points by attending training courses, workshops or conference technical seminars/sessions in the geo-thermal heat pump, drilling or HVAC fields. There is no limit on points earned through education. Points are accumulated at 0.1 point per contact hour, professional development hour or learning unit. Vocational school or college courses earn 2 points for each credit hour. These points can be earned from any educational event since your last accreditation renewal.

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A. Seminar/session/workshop/course name

Conference name (if applicable)

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Date(s)

Location

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Length (number of contact hours)

Number of Points (contact hours x 0.1)

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B. Seminar/session/workshop/course name

Conference name (if applicable)

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Date(s)

Location

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Length (number of contact hours)

Number of Points (contact hours x 0.1)

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C. Seminar/session/workshop/course name

Conference name (if applicable)

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Date(s)

Location

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Length (number of contact hours)

Number of Points (contact hours x 0.1)

### Vocational or College Training

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Course name

School name and location

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Instructor

Date completed

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Credit hours

Number of Points (credit hours x 2)

Certificate Awarded  Yes  No

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**POINTS: Section 1** \_\_\_\_ **Section 2** \_\_\_\_ **Section 3** \_\_\_\_ **Total Points** \_\_\_\_\_ **(9 required)**

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Signature

Date