

Alliance of International Aromatherapists
 Continuing Professional Development Application
 Approved CPD Categories

CATEGORY A	HOURS
Formal aromatherapy-based learning/professional development	
Attendance at an AIA conference, lecture, workshop or seminar	1 CPD per hour
Attendance at a non-AIA conference, lecture, workshop or seminar	1 CPD per hour
Attendance at a non-AIA conference outside your home country	2 Bonus CPDs per day
Undertaken a CPD course on a topic relevant to aromatherapy, i.e. health related care, advanced aromatherapy massage, etc.	1 CPD per hour
Attendance at a Regional Meeting or Practitioner's Discussion Group involving: a) a guest speaker b) time spent discussing aromatherapy based research c) Time spent discussing in-depth issues around aromatherapy practice (Minimum 3 people in a group setting. Must be signed off by group leader and a copy of notes must accompany request for renewal)	1 CPD per hour
Author (or co-author) of a published book (aromatherapy based)	20 CPDs
Carried out a research project (aromatherapy based-Provide notes)	3 CPDs
 CATEGORY B	
Other accepted professional development	
Attendance of a monthly AIA teleconference	1 CPD
Read and reflect upon aromatherapy based literature Submit 100 word summary for each of 3 articles in 1 subscription to gain CPD	1 CPD per subscription Includes aromatherapy journals and other industry magazines Maximum 3 CPDs
Read an aromatherapy book and/or professional development book, DVD and/or video Submit 200 word summary for each book, DVD or video and relay three learner outcomes from material to earn CPDs.	2 CPD per book
Successful completion of the ARC exam	3 CPDs
Successful completion of an ITEC exam in natural health	3 CPDs
Attendance at a non-aromatherapy workshop or seminar related to your business or clinical work	1 CPD per hour
Presenting at an AIA event (workshop, member's meeting or teleconference)	1 CPD per hour
Presenting at a non-AIA event (must be aromatherapy based) outside the scope of your normal conduct of business or curriculum	1 CPD per hour

Alliance of International Aromatherapists
 Continuing Professional Development Application
 Approved CPD Categories

CATEGORY B continued	HOURS
Other accepted professional development	
Attending a study tour (lavender fields, for example)	3 CPDs
Writing a document for an aromatherapy presentation (outside the scope of your normal conduct of business or curriculum)	3 CPDs per 750 words
Author (or co-author) of a published article/chapter in a book (aromatherapy related)	3 CPDs per 750 words
Author or co-author of a published research paper (aromatherapy based)	3 CPDs per 750 words
Author of a book review for an aromatherapy journal or magazine	3 CPDs per review
Other aromatherapy focused activities submitted for consideration. Please include a complete description of the CPD program and number of hours.	

CATEGORY C
Other experienced based development

Volunteer/Community work as an aromatherapy practitioner	1 CPD per 4 hours
Participation in the ARC exam review committee	2 CPDs per year
Serving on the AIA Board, AIA Representative or an AIA committee	1 CPD per 6 mo Max. 2 per year

NOTE:

- A minimum of 20 CPD hours of Continuing Professional Development are required each year for CMAIA members.
- 10 hours of CPDs must originate from Category A, the rest may come from categories A, B or C.
- At the end of each membership year any additional learning from Category A may be carried forward to the following years, with a maximum of 10 CPDs carried forward.
- CPDs must be accrued from July 1 – June 30 and the CPD application form must be submitted by July 31 along with your membership renewal.