



Certified Life Cycle Executive (CLE)

Recertification CEU Credits Reporting Form

American Center for Life Cycle Assessment

1. Applicant Information

Full Name: _____

Certification ID: _____

2. Recertification Requirements

- ☐ I confirm that my ACLCA membership is active and in good standing.
- ☐ I reaffirm that I continue to adhere to the ACLCA Code of Ethics and agree to uphold its principles throughout the next three-year certification cycle. (This acknowledgement serves as your formal recommitment to the ACLCA Code of Ethics. A separate Code of Ethics form is not required at renewal.)

Certification Renewal Cycle: Every three (3) years

Minimum Requirement: 12 CEUs total during each three-year certification period

Renewal Fee: \$100

3. CEU Reporting Table: CLEs may choose any combination of ACLCA-recognized activities listed below to earn the required 12 CEUs.

#	Date Completed	Activity Title / Description	Provider / Event Name	Hours / CEUs Earned
1				
2				
3				
4				
5				
6				
Total CEUs Claimed:				

4. Qualifying CEU Activities and Assigned Credit Values

All CEUs must come from **ACLCA-recognized or ACLCA-sponsored activities** completed during the current certification cycle.

CLEs may select any combination of the following activities to meet the 12 CEU requirement.

- Participated in or overseen a project, initiative, or decision incorporating life cycle or sustainability principles — **2 CEUs per project** (max 6).
- Attended or presented at a professional sustainability or LCA-related event (e.g., **ACLCA conference, webinar, or workshop**) — **1 CEU per hour** of attendance; **3 CEUs per presentation**.
- Supervised, procured, or reviewed an LCA or environmental performance study within your organization or for a client — **2 CEUs per study**.
- Integrated life cycle thinking or sustainability metrics into organizational policy, purchasing, design, or strategy — **2 CEUs per initiative**.
- Mentored, trained, or educated others on sustainability, LCA, or related management concepts — **1 CEU per mentee or training session** (max 4).
- Published or contributed to sustainability-related guidance, reports, or standards — **3 CEUs per publication**.
- Served on an **ACLCA committee, task force, or working group** related to sustainability or life cycle practice — **1 CEU per year of service**.

5. Attestation and Signature

I attest that the information provided in this form is accurate and that all listed CEUs were earned during my current cycle of CLE certification.

Signature: _____ Date: _____

6. Submission Instructions

Submit the following items together for renewal processing:

- This completed **CLE Renewal CEU Credits Reporting Form**
- The completed **ACLCA Code of Ethics Form**
- Renewal payment of **\$100**

Email all materials to: certification@aclca.org

Renewed certificates will be issued within **three (3) weeks** of approval.

Please retain documentation of your CEU activities for **two (2) years** following renewal.

Grace Period: 30 days after certification expiration.

Lapsed >1 year: CLEs must reapply and retake the CLE exam.

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www.aclca.org | certification@aclca.org | Certification valid for 3 years from renewal date