



**CERTIFIED PRACTISING AGRICULTURALIST (CPAg)
APPLICATION/RENEWAL FORM 2019**

Please note all CPAg applicants must be current financial members of Ag Institute Australia.

PROF DR MR MRS MS

NameDate of birth

Home address

SuburbState Postcode

Graduated fromYear

Qualifications

Employer

Position.....

Work address

Suburb State Postcode

Business phone no. Mobile

Email addresses.....

GUIDE TO CLAIMABLE HOURS

Activities eligible for continuing professional education (CPE) are those which contribute to the development of professional agriculturists' skills and knowledge. As a guide, activities which would be considered by your employer, or your peers if self-employed, to be significant in your professional development will be eligible. Activities that form part of the normal work of the applicant are ineligible. Some eligible activities are listed below with the number of hours claimable:

Activity Type	CPD Value (maximum)
Post-Graduate Study - PhD	50 (per year)
Post-Graduate Study - Masters	40 (per year)
Post-Graduate Study – Certificate	30 (per year)
Phd Supervising (not primary employment)	25 (per year)
Seminars and Workshop Attendance	5 (per day)
Field and Study Tour Attendance	10 (per day)
Conference attendance	5 (per day)
Refereed papers and professional writing	10 (per paper/publication- attach to application)
Journal Referee (papers associated with agriculture or NRM)	5 points per paper with a maximum of 25 points (per year)
Professional Reading	5 (per year)
Webinar (topic relevant to profession) attendance	5 (per year)
E-learning e.g. online audio courses attendance	15 (per completed course)
State/Regional Event attendance	5 (per year)
Present a research-based paper at a Conference	10 per paper
Develop and present E-learning e.g. online audio courses	10 (per completed course)
Develop and Run Field and Study Tours	15 (per day)

Develop and present Seminars and workshop	15 (per day)
Committee work (associated with your profession) including grant assessment and moderation	10 (per committee or grant assessment and moderation panel)
Associate or assistant Journal editor (papers associated with agriculture or NRM)	5 points per paper with a maximum of 25 points (per year)
Technical Editor of Journal (associated with agriculture or NRM)	10 (per year)
Citations of previously published refereed publications (excluding self-citations)	1 point per citation in the past year
Developing and writing a consultancy report for a client or for the agricultural or NRM sector	2 points per report (max of 8 reports per year)
Writing for industry/trade journals and magazines (not academic journals)	5 units per contribution (max 15 units per year)

The time claimed for each activity should reflect the time spent actively involved in acquiring skills or knowledge. The Assessment Panel will request verification of CPE activities where there is uncertainty as to the eligibility of the activity. The Committee also reserves the right to request verification that certain activities have been undertaken and conducts a rotating audit, over a seven year period, of all applications for CPAg. The maximum number of hours which can be granted in any given year are 80: 60 for the current year, and 20 (or part thereof) for the year following. Applicants are urged to submit hours every year to ensure flow-on and maintenance via this link: <https://tas.currinda.com/organisation/49/cpd>. Hours in excess of the 60 CPD points required in any one year will be used to top up your application in the following year.

Ag Institute Australia National Office

Po Box 576 CROWS NEST NSW 1585

P. 02 9431 8657 F. 02 9431 8677 E. admin@aginstitute.com.au W www.aginstitute.com.au

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Fill in the form below to seek CPAg status in year.

CPAg is awarded to members of the AIA who have increased their professional capability by accruing 60 points of Continuing Professional Development (CPD) during the previous year.

A guideline to the number of points CPD claimable for a given activity is listed on the reverse of this page. **Last 3 columns office use only**

Date started	Date ended	Type of activity (e.g. conference, seminar, PhD, field trip)	Provider	Points Claimed	Approved	Entered	By
PLEASE SIGN THE FOLLOWING DECLARATION				Total			

I, _____, do solemnly declare that I have undertaken and completed the activities claimed by me in this application for Certified Practicing Agriculturist(CPAg) status. I understand that I may be requested to provide verification of my participation in these activities Ag Institute Australia National Office