

## [How to Earn Professional Development Hours \(PDH's\)](#)

ASHRAE Webcast participants may earn credit towards continuing education, license renewal or certification renewal requirements. Please review the information below to learn how credits may be available for participants via the live webcast, archived webcast, or the DVD.

### **Live Webcast**

Three (3) Professional Development Hours (PDHs) or (3) AIA Learning Units (LUs) may be awarded to viewers of the live webcast who complete the Participant Reaction Form online by **May 3, 2012**. The Participant Reaction Form will be posted following the live webcast at <http://www.ashrae.org/doaswebcast> and must be completed by **May 3, 2012** to allow ASHRAE to comply with reporting requirements. Your Attendance Certificate can be printed on your printer immediately after you submit the Participant Reaction Form.

### **Archived Webcast**

If you are unable to participate in the live webcast, the program will be archived online until **May 3, 2012**. Registration will be necessary to view the archived program. You may complete the Participant Reaction Form online at <http://www.ashrae.org/doaswebcast> by **May 3, 2012** and print your Attendance Certificate. Many states and organizations accept viewing the archive and completing the Participation Reaction Form as credit toward continuing education, license renewal, or certification renewal requirements. The individual is responsible for verifying approval from a state or organization. **ASHRAE will not assume responsibility in reporting participation for viewers of the archived program.**

### **DVD**

You may earn PDHs/LUs by purchasing and viewing the webcast DVD. The Participant Reaction Form will be included on the DVD with instructions for completion and submittal to ASHRAE. Upon receipt of the completed Participant Reaction Form, you will be emailed an Attendance Certificate. Many states and organizations accept viewing the DVD and completing the Participant Reaction Form as credit toward continuing education, license renewal, or certification renewal requirements. The individual is responsible for verifying approval from a state or organization. **ASHRAE will not assume responsibility in reporting participation for viewers of the DVD.** Upon request, ASHRAE will provide appropriate support. DVDs will be available in June via the ASHRAE [Bookstore](#).

If you have questions regarding continuing education credits or reporting for the webcast, call (678) 539-1200 or email [ashrae-webcast@ashrae.org](mailto:ashrae-webcast@ashrae.org).