



## Continuing Professional Development

After you have joined the Institute you may participate in the Continuing Professional Development program of which particulars are outlined below.

The Institute has in place a process to foster, monitor and evaluate the continuous professional development of members who wish to be involved.

### Aims:

To provide the Mapping Sciences Institute, Australia with a Continuing Professional Development (CPD) program for all members.

To enable members of the Institute to remain at the forefront of practice in the mapping sciences, information management, and presentation, thus enhancing their ability to provide an efficient and effective service to the community.

### Objectives

To formalise a program for members to undertake continuous professional development if they wish to do so.

To introduce a means by which Associate Members can progress to Member grade via accredited CPD points.

To ensure the Institute, on behalf of its members, holds a prominent role in the development of education and training relevant to the mapping sciences and cartography. To ensure that the professional reputation of the Institute's members are maintained at the highest level.

CPD will not be compulsory for corporate members. It is available for all members who wish to participate. Participants will be accredited annually by the Institute.

### CPD Program

***The Mapping Sciences Institute, Australia, encourages each member to undertake 70 points worth of CPD over each two year period.***

## Notification of CPD points

Each member has the responsibility to notify the CPD Manager once CPD points have been accumulated for an eligible activity. See contact details below. To further assist with this process a Member's "Advice Form" follows which should be completed to the CPD Manager.

The two year accumulation period commences from receipt of the first lodgement of a CPD form by the member.

The Manager, Continuing Professional Development maybe contacted by email at [manager.cpd@mappingsciences.org.au](mailto:manager.cpd@mappingsciences.org.au)

Download the form ,complete the details and email the form to the email address above along with a scanned copy of your notification of attendance at the appropriate course or event.

The address for the return of paper copies of the CPD form is  
CPD manager  
Mapping Sciences Institute, Australia  
GPO Box 1817,  
BRISBANE QLD 4001



Mapping Sciences Institute, Australia,  
The Australian member of the International Cartographic Association

### CONTINUING PROFESSIONAL DEVELOPMENT ADVICE FORM

This document is to be completed by the member and forwarded to the Manager ,CPD at the National level.

Members Surname:..... First Name:.....

Members Postal Address:.....

Suburb:..... Postcode:.....

State:..... Country:.....

Contact telephone number (include area code for landlines).....

Contact e-mail address:.....

MSIA Membership Number:.....

### COURSE / SEMINAR / PROFESSION RELATED ACTIVITY ATTENDED

**Name of activity:**.....

**Date attended:**.....**Duration of activity** , days:..... hours:.....

Category: .....Grade:..... Points:.....

Member's assessment of CPD points: .....

See next page for details.

Short description of Activity content:.....

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and attach copy of brochure to show proof of attendance or demonstrated activity completed.

### Office Use

CPD points checked by evaluation committee.....Date.....

Details entered in CPD database.....Date.....

## Table showing Categories, Grades and Points for calculating Points

Categories in Bold 1 to 10 down table

<b>CREDIT POINT GRADES A, B, or C</b>		
A = Highest standard for CPD involvement		
B = Medium standard of CPD involvement		
C = Average standard of CPD involvement		
<b>1. Education Qualification</b>	<b>Grade</b>	<b>Points</b>
Degree or equivalent - per year completed successfully	A	80
Graduate Diploma or equivalent - per year completed successfully	B	60
Diploma or equivalent - per year completed successfully	C	40
<b>2. Attendance at Training Program or Seminar</b>		
Directly related to the Mapping Sciences	A	20
Allied to the Mapping Sciences	B	10
<b>3. Conference Attendance</b>		
International Conference	A	80
National or State Conference	B	70
<b>4. Holding of Office in MSIA</b>		
Executive Position – per year	A	30
Federal Councillor or Division Committee member – per year	B	20
<b>5. Other contribution to MSIA or ICA</b>		
Member of ICA Commission –per year	A	40
Organisation of Conference / seminar. Committee member	B	30
<b>6. MSIA Award or Prize Recipient</b>		
Award	A	30
<b>7. Projects undertaken at Work relating to Mapping Sciences</b>		
Managed a major project (over 3 months)	A	30
Team member in a major project (over 3 months)	B	20
Team member in a minor project ( less than 3 months)	C	10
<b>8. Technical Visits or Sessions relating to Mapping Sciences</b>		
More than one day	A	20
Less than one day ( 6 hours or under)	B	10
<b>9. Published Documents relating to Mapping Sciences</b>		
Edited or published a book relating to Mapping Sciences	A	50
Published Refereed Article	B	30
Presented Conference paper relating to Mapping Sciences	C	20
<b>10. Technical Journal Recipient</b>		
Demonstrate some knowledge of Article of interest in journal	A	10