

MA Continuing Professional Development (CPD)

Self-assessment and Reporting

This form should be completed and maintained from year to year by MA members as an ongoing record of their CPD activities. A copy (not the original) of this form should be submitted each year at renewal to demonstrate progress towards earning at least 30 CPD points in each three membership years. This form can also be used when applying to increase Levels of membership to Senior Level as a summary of training undertaken. The form can be maintained as a MS Word document if desired, however a print-out or back-up copy should always be kept. Members are expected to be able to easily substantiate claims made on their CPD form if audited. Copies of certificates and other evidence to support the entries below should be retained by the member.

Membership Number:				Member Name:						
IMPORTANT NOTES What is CPD? Any program or activity that develops your knowledge, experience, skill, understanding or professionalism of meditation or meditation teaching. “Core” means fundamental to the study of meditation teaching methodology. “Related” means related to meditation teaching by tradition, relevance or application, including related philosophies and spiritual practices, related healthcare modalities and related lifestyle practices. “Hours” does not include lunch or refreshment breaks.				MA ASSESSED CPD POINTS	SELF-ASSESSMENT OF CPD POINTS VALUE OF ACTIVITIES AND PROGRAMS					
				If you have attended a program already allocated a certain number of points by the MA, please use this column, otherwise use the self-assessment columns to the right	CONTACT		NON-CONTACT & AUTHORIZING		REGULAR MEDITATION CLASS	
					CORE TO MEDITATION TEACHING 1 hour = 1 point	RELATED TO MEDITATION TEACHING 2 hours = 1 point	CORE TO MEDITATION TEACHING 2 hours = 1 point	RELATED TO MEDITATION TEACHING 4 hours = 1 point	4 hours = 1 point	
Date	Description of Program or Activity	Venue	Hours	Points	Points	Points	Points	Points	Points	
END OF MEMBERSHIP YEAR TOTALS										

Please add further pages as required