

## NGICP CERTIFICATION PROCESS CHECKLIST

**To become a GIP (Green Infrastructure Professional), one must:**

- Submit the NGICP application and fee
- Meet the Eligibility Requirements
  - Proof of High School education or equivalent
  - Completion of thirty-five (35) hours of GI training

### NGICP Certification Process

#### 1. Submit Application, Proof of Education, fee, and Application Approval

- Interested candidates must submit a completed Application, along with proof of High School completion or equivalent\* and pay the application fee of \$100.

\*In lieu of High school diploma/transcript, college diploma/transcripts are also accepted

- Currently (as of Feb 2021 and until further notice), NGICP applications can be found [here](#) and may be submitted by emailing application, proof of education, and credit card authorization form to [WeCare@envirocert.org](mailto:WeCare@envirocert.org).

#### 2. Application Approval

- Once the applications are approved, candidates will receive a notification regarding the approval and next steps via email.

#### 3. Training

- Approved candidates can find and register for training event through the ECI [website calendar](#).
- The thirty-five (35) hours training is being offered virtually in most cases. The Please note: The pandemic has reduced the availability of in-person training.

#### 4. Exam

- A candidate will be approved for the exam, once the training attendance log (that will be sent by the trainer directly to ECI) has been verified.
- All candidates approved to sit for the exam will be contacted by ECI with instructions to schedule the exam and pay the exam fee.

#### 5. Notification of Results

- The candidates will be notified of their exam results within Seven (7) business days after the exam date.
- All candidates who have passed the exam will receive in the mail a credentials packet that includes a wall certificate, ID card, and a sticker to display on their hard hat as well as detailed renewal information.
- All candidates who did not pass the exam will be provided with a performance breakdown summary, that may help in preparing better for next time.

#### 6. Maintenance of Certification

- NGICP certification is valid for two (2) years. The two-year certification cycle begins on the date NGICP awards the credential and expires in two (2) years on the first day of the month immediately following the certification date.
- Certified professionals must participate in fourteen (14) hours of professional development hours (PDHs) in topics directly related to constructing, inspecting, or maintaining green infrastructure (GI) during each two-year certification cycle.