



Top Three Tips: How to Renew Your LEED Credential Like a Pro

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"We must always change, renew, rejuvenate ourselves; otherwise we harden." — Johann Wolfgang von Goethe

According to the [2013 World Green Building Trends Report](#), 28% of architects, engineers and contractors report engaging in high levels of green building activity; by 2015 this number is expected to double. As the number of green building projects increases and projects become more complex and sophisticated, it will be even more important for professionals to show current and relevant knowledge by maintaining their [LEED credential](#).

We're here to help make the process of renewing your LEED credential a breeze. Here are a few tips and tricks to renew like a pro.

1. Pay attention to dates.

Each CMP Reporting Period lasts for two years, and will always be the two year anniversary of when you initially earned your primary credential. Your dates can be found in your [My Credentials account](#).

- Make sure to complete all required hours before the end of the cycle.
- Renew as close to your renewal date as possible. Many people renew as soon as they can, and are surprised to find out they still can't start logging new activities until the two years is up. It's better to wait to renew and continue to log all activities you complete over the two years.
- If you have multiple credentials, identify your primary specialty. No matter when you acquire each new credential, you will renew all of them at the same time as your primary specialty — so you only have one date to remember.

2. Know your options.

Completing your CMP requirements is easier than ever; by understanding a recent simplification, and all your options for renewal, you can choose the best path for you.

- [Activity types](#) have been simplified to four categories: education, LEED project participation, volunteering and authorship. Fewer limitations and simpler forms make reporting a snap.
- Having trouble completing your prescriptive requirements? Try [Principles of LEED](#). By taking six, free and convenient courses online you can satisfy your prescriptive requirements, and get all your LEED-specific hours while you are at it.
- Don't forget the option to retest. You can also renew by retaking the exam, but only during months 12-21 of your reporting period.
- Don't stress if you get audited. A small number of LEED professionals are chosen at random. If chosen, you will need to provide verification for your activities (such as a certificate of completion, email confirmation or notes taken during a course).
- If major life events have prevented you from completing your required CMP, GBCI may give an extension if you can demonstrate hardship. Examples of hardship include long-term unemployment, illness or military deployment. (See the [CMP Guide](#) for details.)

3. Tell your own story.

Some people view credential maintenance as a chore, but the pros realize it's an opportunity to tell the story of their green building achievements and keep their skills and knowledge sharp. With simplified activity types and practically no limits, many LEED Pros don't stop when they reach 30, 40 or even 50 hours!

- The top LEED Professionals have rich transcripts of CMP activities, including a variety of educational activities, sustained project experience, multiple volunteer activities, and maybe even a few authored works, often well exceeding the required number of hours. How will you

5 comments

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MARCO SANCHEZ

Civil Engineering Associate III, Port of Los Angeles

2 weeks 3 days ago

I can't renew my credentials. Where do I go to renew?



Steve Boers

Director Business Development, Renda Elecreic

8 weeks 4 days ago

OK.....I need to renew my LEED GA credentials and was hoping to use the (6) free Principals of LEED but can't seem to find the freebies....can anyone help? I am due in February. Thanks, Steve



Melanie Share

Project Manager, Education Platforms, U.S. Green Building Council

6 weeks 4 days ago

Hi Steve, My apologies, but Principles of LEED is no longer available free of charge. However, this two-part [Introduction to LEED v4](#) course is available for free. Hope this helps!



Kelly Saunders

Project Engineer, CQC Manager, Contech Engineering Inc.

1 year 37 weeks ago

I just can't get into the site.



Elias Felix Jr

Entrepreneur, LEED AP

1 year 39 weeks ago

Excellent and very comprehensive article.
Thank you!

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