



Certified Professional in Erosion and Sediment Control

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TOP 5 REASONS WHY APPLICATIONS ARE DELAYED

Incomplete Professional Experience Profile

All sections of the Professional Experience Profile must be completed. Failure to complete all sections of the form will delay your application until completed forms are received at the IECA (Australasia).

Pay particular attention to Erosion and Sediment Control Experiences. Be sure to rate your skill level (*high, medium, or low*) and include the percentage of time that you spent performing the listed skills/abilities/knowledge. The sum of items (plus any time shown on attached sheets may add up to more than 100% of your time).

You must provide a completed Professional Experience Profile form for each job (employment position) that you wish to report erosion and sediment control experiences.

Remember, the purpose of the Professional Experience Profile is to allow members of the Application Review Committee (ARC) to accurately assess your qualifying work experience.

More than two referees are co-workers

CPESC, Inc. policy specifically states that no more than two (2) referees should be co-workers. By co-worker, we mean individuals that work for the same supervisor or manager that you do.

Good sources for references (*outside your company*) are clients or colleagues in other companies that you work with. If you are having trouble with references, call the IECA (Australasia) office before you send your application.

Referees are only aware of the applicant's most recent work.

Proof that you have 3 or more years experience is needed. Please make sure that at least one of the referees chosen is able to comment on work undertaken 3 or more years ago.

Referees not sufficiently familiar with applicant's expertise or unwilling to provide information

It is critical that your referees be familiar with your erosion and sediment control expertise. Select referees that meet this criterion even if none of them is a CPESC®.

Let your referees know that they may be contacted by IECA (Australasia) regarding your application. If they are unable or unwilling to provide information, select a different referee.

Degree transcripts not included with application

If using education to qualify, you **MUST** supply transcripts for your degree(s). A photocopy of your degree will not be accepted in lieu of the transcripts. We do not need official copies of your transcripts. Student copies are OK. Applications received without transcripts will be delayed until the transcripts are received. If you have a degree, the transcripts must show that the degree was awarded.

Application fee not included with application or wrong application fee

Applications that are received without the proper fee are not processed. If your cheque is returned due to insufficient funds or if your credit card will not process, we will suspend processing on your application.