



Institute of Professional Psychologists - Continuing Professional Education Record.

Reflecting back over the past year.

The Professional panel will assess your CPE as part of your upgrading.

They will wish to see evidence that you are actively committed to CPE and have reflected upon what you have learned and how this has helped you to develop your capabilities.

They are particularly interested to hear how you have applied what you have learned and how you and others have benefited.

The format and structure of this record sheet is for your guidance only. You may wish to develop and submit your own personalized format but be sure to focus on the information requested on the record sheet.

Key Dates	What did you do?	Why?	What did you learn from this?	How have/ will you use this? Any further action?

What do I want/need to learn?	What will I do to achieve this?	What resources or support will I need?	What will my success criteria be?	Target dates for review and completion.

Continuing Professional Education Plan.

Looking forward and planning for the future.

In assessing your membership application, the panel will wish to see evidence that you are actively committed to CPE and are planning future learning and development activities.

The more specific you can be, the better able we will be to assess your plan. You should also outline the resources and support you think you will need and the criteria you will use to measure your progress.

The format and structure of this planning sheet is for your guidance only. You may wish to develop and submit your own personalized format but be sure to focus on the information requested on the planning sheet.

What do I want/need to learn?	What will I do to achieve this?	What resources or support will I need?	What will my success criteria be?	Target dates for review and completion?