



IPHE Certification Application Form

International Professional Home Economist (IPHE)

Please read the accompanying IPHE Certification guidelines document carefully before completing this form.
Please forward completed application form to executivedirector@ifhe.org

Title:	Name:	Country:
Email address:	Telephone no:	
Institution:	Professional role/position:	Qualifications:
Identify your area/s of Home Economics Expertise. Please refer to the IFHE Home Economics Position Statement 2008 https://www.ifhe.org/fileadmin/user_upload/Publications/IFHE_Position_Paper_HE_21st_Century.pdf		



Eligible International Home Economics Activities

- The minimum number of PDUs required is 100. An application should not be submitted until 100 PDUs has been achieved as follows:
 - o Part (A) IFHE Category: At least 50 PDUs are required but can be more i.e. up to the 100 PDUs required for certification.
 - o Part (B) The balance of PDUs can come from other Home Economics related international activities up to a maximum of 50 PDUs.
- Eligible activities that make up the 100 PDUs should have taken place up to a **maximum of four years** prior to the application date e.g. if an application is submitted on 1/08/2025, PDUs can be claimed for activities that have taken place since 1/08/2021.
- The activities that you have identified for achieving PDUs must reflect two or more areas of expertise in Home Economics.

By submitting this application form electronically to executivedirector@ifhe.org I am confirming that:

- This is an accurate record of my professional development activities relating to IFHE and Home Economics.
- I am submitting this form typed and not scanned or handwritten.
- I hold all supporting evidence relating to this application on file and understand that I may be required, if requested, to produce copies of this evidence.
- I am currently an individual member of IFHE and will pay the non-refundable IPHE application / administrative fee of €50 (Developing countries €25) upon request. IFHE will assign the IPHE certificate after the reception of the fee.
-

Name _____ Date _____

IFHE Membership	Confirmation of Individual Membership IFHE	Membership Year (up to a max of 4 years prior to application) (Individual IFHE membership at time of application is mandatory))	
	Individual member of IFHE	1	
		2	
		3	
		4	

Section A: At least 50 PDUs required from the IFHE activities identified below (can be more than 50 PDUs)

IFHE Events	Eligible Activities	PDU Value (Professional Development Units)		Title of Event	Date of Event (up to a max of 4 years prior to application)	Briefly describe the type of supporting evidence you hold on file	No of PDUs being claimed
	<i>Registered attendee at an IFHE annual leadership meeting, council or congress event</i>	5 PDUs per event	1				
			2				
			3				
			4				
			5				
			6				
	Voting delegate in attendance at IFHE council	5 PDUs per Council	1				
			2				
	Active participation as a member of a programme committee or council committee throughout the year	5 PDUs per year per committee	1				
			2				
			3				
			4				
	Chairperson of an IFHE Programme Committee or Council Committee	10 PDUs per year per committee	1				
			2				
			3				
			4				
	Attendance at an IFHE Symposium / Conference before/after an IFHE leadership meeting	5 PDUs per event	1				
			2				
			3				
			4				
			5				
			6				



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	Chairing a session at an IFHE organised Symposium / Conference, Council or Congress	5 PDUs per session per event	1			
			2			
			3			
			4			
			5			
			6			
	Presenter of a paper or workshop facilitator at an IFHE Symposium / Conference, Council or Congress	10 PDUs per activity	1			
			2			
			3			
			4			
			5			
			6			
	Presenter of a poster at an IFHE Symposium / Conference, Council or Congress or an invited speaker at an event.	5 PDUs per poster /panel	1			
			2			
			3			
			4			
	Participation in the IFHE EC as EC member / Co-opted member at IFHE annual leadership meeting, council or congress event	5 PDUs per event	1			
			3			
			4			
			5			
			6			
	Participating in an <u>online</u> or virtual IFHE event / activity e.g. EC Meeting, programme committee meeting, CPD webinar or other relevant virtual IFHE related activities	5 PDUs per event (to a maximum of 20 PDUs)	1			
			2			
			3			
4						



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Other IFHE Events not covered above							

IFHE Publications	Eligible Activities	PDU Value (Professional Development Units)		Brief Description /Title	Date (up to a max of 4 years prior to application)	Briefly describe the type of supporting evidence you hold on file	No of PDUs being claimed
	Published article in the International Journal of Home Economics (IJHE)	20 PDUs per Journal article	1				
			2				
			3				
	Editor /guest editor for IJHE	20 PDUs	1				
			2				
	Reviewer of papers for the International Journal of Home Economics (IJHE)	5 PDUs per paper (up to a maximum 10 PDUs)	1				
			2				
			3				
			4				
	Published article in another IFHE publication e.g. IFHE special theme publication, monograph, eBook, position papers; report for IFHE etc.	10 PDUs per publication	1				
			2				
			3				
4							

Other IFHE Activities	Eligible Activities	PDU Value (Professional Development Units)		Brief Description	Date (up to a max of 4 years prior to application)	Briefly describe the type of supporting evidence you hold on file	No of PDUs being claimed
	Writing an application for funding for an IFHE project /IFHE as partner	Individual: 30 PDUs As part of a team: 10 PDUs	1				
			2				
	Acting as a country liaison for IFHE	10 PDUs per year	1				
			2				
			3				
			4				
	Member of a committee that is hosting an IFHE Council / Congress / Annual meeting	Total 30 PDUs	1				
	Acting as a nominated representative for IFHE at UN	10 PDUs	1				
			2				
	Attended / planned IFHE meetings in one's own country / region	5 PDUs per meeting (to a maximum of 10 PDUs)	1				
			2				
			3				
			4				
	Organising a promotional activity to promote World Home Economics Day	5 PDUs (to a maximum of 10 PDUs)	1				
			2				
			3				
			4				



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	Tweeting about IFHE and Home Economics	5 PDUs maximum per year (Min 20 tweets required for 5 PDUs)	1				
			2				
			3				
			4				
Other IFHE Events not covered above							
Sub Total PDUs Part A							
At least 50 PDUs are required in this section but can be up to the full 100 PDUs required for certification. If the full 100 PDUs are achieved in this section it is not necessary to complete section B that follows.							

Section B: A maximum of 50 PDUs can be included from other international Home Economics activities identified below

er Home Economics related International Activities	Eligible Activities	PDU Value (Professional Development Units)					Date (up to a max of 4 years prior to application)	Type of supporting evidence available	No of PDUs being claimed
			1	2	3	4			
	Member of a Home Economics association in another country or in a region or country e.g. member of ARAHE, CAHE	5 PDUs per year (maximum of one association) Maximum of 20 PDUs	1						
			2						
			3						
			4						
	Publication of a Home Economics paper in a peer-reviewed journal / publication (named author)	15 PDUs per paper	1						
			2						
			3						
			4						



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	Presenter of a paper / workshop facilitator at a Home Economics conference	10 PDUs per conference	1			
			2			
			3			
			4			
	Presenter of a poster at a Home Economics conference	5 PDUs per poster	1			
			2			
			3			
			4			
	Carrying out an internship / volunteer work / work experience / regional/national/international collaboration that is linked to Home Economics	5 PDUs per day	1			
			2			
			3			
			4			
	Active participation in an exchange agreement related to Home Economics with an institution / university/ school	10 PDUs per exchange	1			
			2			
			3			
			4			
	Classroom or lecture link up between Home Economics student from different locations	5 PDUs per link up (maximum of 15 PDUs)	1			
			2			
			3			
			4			
Home economics related research study or project conducted with an IFHE member from another country	10 PDUs per research study	1				
		2				
		3				
		4				



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	Home Economics Leadership position in a school / organisation / region	5 PDUs per position (maximum of 10 PDUs)	1 2 3 4				
	Home Economics related extension activities (i.e. Home Economics related activity in the community)	5 PDUs per activity (maximum of 10 PDUs)					
Sub Total PDUs Part B							
(Maximum that can be claimed in this section is 50 PDUs)							

Sub Total PDUs Part A: IFHE related activities etc. (Minimum 50 PDUs up to the maximum 100 PDUs required)	
Sub Total PDUs Part B: Other Home Economics related International Activities (Maximum 50 PDUs)	
TOTAL	

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*Home Economics activities that are not catered for on this template in either Sections A or B can be submitted to IFHE and assessed for PDU value on request.