



Use this sheet to keep a record of the continuing professional development (CPD) you gain through the Institute and elsewhere. Under “Type”, note whether each activity was structured (with a certificate) or self-directed. Retain your certificates as supporting evidence.

Member name	
Professional body (if any)	
Recording period	

Date	Activity	Type	CPD hours	Key learning / how applied
	Total CPD hours			

Declaration

I confirm that this is an accurate record of the continuing professional development I have undertaken.

Signed: _____ Date: _____

IALM CPD is self-certified. Requirements differ between professions, so please check the rules of your own professional body. Personal data is handled in accordance with the IALM Privacy Policy.