



Parking Enforcement & Compliance Professional (PECP®)

Recertification Guidelines

Presented by the IPMI Certification Board of the International Parking & Mobility Institute v. 02, 9/2025

Maintaining the PECP® Microcredential

To maintain status as a PECP® in good standing, certificants must meet recertification requirements:

- Earn 6 required recertification points over a 3-year period.
- Submit the Recertification Recordkeeping Form through the IPMI eLearning portal before the due date of the recertification year.
- Agree to abide by the PECP Code of Ethics; attest to the accuracy of the documentation; and pay the \$79.00 U.S. recertification fee.

Recertification Requirements:

Professional Development/ Continuing Education

6 points required. Note: Professional development courses/training examples include parking enforcement and or compliance webinars/education sessions/presentations. One point is awarded per continuing education hour.

Recertification points may be earned by attending education offered through IPMI conferences or other programs, such as approved state and regional educational programs, or other professional development programs. Points can be earned by taking an online course or webinar relevant to the parking enforcement or compliance industry. This includes but is not limited to customer service, conflict resolution and communications topics.

Recertification Lifecycle

After the first recertification date, the full three years will be followed.

Date of Obtaining PECP	Recertification Date
October 1, 2024 - December 31, 2025	January 31, 2028
January 1, 2026 - December 31, 2026	January 31, 2029
January 1, 2027 – December 31, 2027	January 31, 2030
January 1, 2028 – December 31, 2028	January 31, 2031
January 1, 2029 – December 31, 2029	January 31, 2032
January 1, 2030 – December 31, 2030	January 31, 2033

Recertification Recordkeeping Form

Certificants are responsible for updating personal/organizational contact information. To update your IPMI Member Profile information [Log in to your IPMI Membership Portal here](#). If you need assistance, contact certification@parking-mobility.org.

Certificants are responsible for maintaining an active record of points earned and are expected to retain documentation until recertification has been awarded. A completed Recertification Recordkeeping Form must be submitted via the eLearning portal to IPMI before the PECP three-year expiry date.

The Certification Board conducts random audits of recertification documentation.

Failure to provide documentation of recertification points, or recertify within the three-year window, will result in revocation of the PECP microcredential.

A certificant may appeal the denial of any recertification points or issues associated with recertification to the Certification Appeals and Discipline Committee. To file an appeal, submit a narrative to certification@parking-mobility.org.

To locate your IPMI Certification Points, click [this link](#) and enter your username and password into the IPMI eLearning platform. Navigate to the User Menu to the top left of the IPMI logo and select the dropdown menu for My Activities. Select the Courses tab to view your IPMI online courses. Select the “External Training” tab to enter non-IPMI training classes or to view your IPMI points earned at the

annual IPMI Conference & Expo. IPMI does not track your points, you must self-report using the External Training section of the IPMI eLearning portal. [Click here for a quick tutorial on how to add points into your External Training.](#)

Statement of Understanding

To qualify for recertification, you must respond to the following questions and sign the Statement of Understanding:

1. Ethics:

I hereby attest that the following statements are true, correct, and accurate to the best of my knowledge, and I further agree to fulfill the following obligations:

- a. Yes No — Having read the PECP Code of Ethics, I confirm that I have not violated any provisions in the past and will comply with all tenets in the future. I agree to act and conduct my professional practice in accordance with the code.
- b. Yes No — I understand that any intentional or unintentional failure to provide accurate responses may result in sanctions by the Certification Board Appeals and Discipline Committee.

If you answered “no” to any statements above, please attach a written explanation.

Privacy Policy:

By signing this document, I certify that the information provided is true, accurate, and complete to the best of my knowledge. I understand and agree that the Certification Board has the right to contact any person, agency/entity, or organization to review or confirm any information provided for my recertification. I agree to authorize the release of information requested by the Certification Board with respect to the review of this document. I further understand and agree that the Certification Board has the right to notify pertinent credentialing and professional organizations if it is determined that this document contains inaccurate information.

I understand and agree that PECP recertification depends upon my fulfillment of required criteria and obligations, including compliance with the PECP Code of Ethics. I further agree to inform the Certification Board in a timely manner if I

become the subject of any ethics, criminal, or lesser offenses, complaints, and/or charges.

In the event my certification is suspended or revoked, I agree to comply with all directives or orders of the Certification Board, including the return of all credentialing documents in a timely manner and at my own expense.

Signature_____

Date_____

Print Name_____

Payment

I am an IPMI member applying for the PECP Recertification. **\$79 recertification fee.**

I am an IPMI non-member applying for PECP Recertification. **\$150 recertification fee.**

If paying by check, I understand my application will be held until the check clears.

Please select one: credit card check

To pay by credit card, submit your application to certification@parking-mobility.org. Once received, IPMI will send login instructions and an online invoice. For your application to be processed, application fees must be paid within 48 hours.

To pay by check, make all checks payable to International Parking & Mobility Institute (IPMI) and remit to:

International Parking & Mobility Institute (IPMI) PECP Certification Processing
Department

P.O. Box 3787

Fredericksburg, VA 22402 USA

Checks must be received within 10 business days, or your documentation will not be processed.

Recertification Recordkeeping Form – to be completed and then uploaded into the IPMI eLearning Portal at the end of the 3-year recertification cycle.

Last _____ First _____ Middle _____

Organization: _____

Address: _____

City _____ State _____ ZIP/Postal Code _____

Country: _____

Phone (plus extension if applicable): _____

Cell: _____ Email: _____

Recertification date: _____

Professional Development/Continuing Education (6 Points Required)

6 points required. Note: Professional development courses/training examples include parking enforcement and or compliance webinars/education sessions/presentations. One point is awarded per continuing education hour.

- **Annual IPMI Conference & Expo attendance at education sessions**—One point per 60-minute education session.
- **IPMI Seminars/Courses/Training Programs.** One point per 60-minute education session.
- **Other Professional Seminars/Conferences including IPMI-approved State and Regional education programs.** One point per 60-minute education session.
- **Online Training Modules (e.g., webinars, web-based seminars, IPMI Online courses)** One point per 60-minute education session.

Indicate your online/virtual education in this section. Please note that the required 6 points can be gathered by solely attending virtual learning.

Name of Online/Program/Course _____

Date(s) of Program/Course _____

Administered by (name of company/organization) _____

Number of points/Hours of education completed _____

Name of Online/Program/Course _____

Date(s) of Program/Course _____

Administered by (name of company/organization) _____

Number of points/Hours of education completed _____

Name of Online/Program/Course _____

Date(s) of Program/Course _____

Administered by (name of company/organization) _____

Number of points/Hours of education completed _____

Name of Online/Program/Course _____

Date(s) of Program/Course _____

Administered by (name of company/organization) _____

Number of points/Hours of education completed _____

Name of Online/Program/Course _____

Date(s) of Program/Course _____

Administered by (name of company/organization) _____

Number of points/Hours of education completed _____

Name of Online/Program/Course _____

Date(s) of Program/Course _____

Administered by (name of company/organization) _____

Number of points/Hours of education completed _____

No minimum or maximum in this category. In-person meetings are not required to recertify for the PCEP. However, they are an option for recertification.

Indicate your in-person/conference education in this section:

Name of Meeting_____

Date of Meeting_____

Location of Meeting_____

Number of points/Hours of education completed_____

Name of Meeting_____

Date of Meeting_____

Location of Meeting_____

Number of points/Hours of education completed_____

Name of Meeting_____

Date of Meeting_____

Location of Meeting_____

Number of points/Hours of education completed_____

Name of Meeting_____

Date of Meeting_____

Location of Meeting_____

Number of points/Hours of education completed_____

Name of Meeting_____

Date of Meeting_____

Location of Meeting_____

Number of points/Hours of education completed_____

Name of Meeting_____

Date of Meeting_____

Location of Meeting_____

Number of points/Hours of education completed_____