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How Chapter Involvement Fuels Continued Professional Development: From a Volunteer to a PDU Pro

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Main Key Points:

- How to earn PDUs?
- How to claim PDUs in the CCRS?
- Volunteer and gaining PDUs.



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How to Earn PDUs?





- PDUs are the measuring units used to quantify approved learning and professional service activities.
- PDUs are earned for each professional development activity with a minimum of 0.25 PDU per activity.
- *All PMI certificate holders are required to earn PDUs to maintain their certification(s).*



PDUs can be earned through:

- Educational activities to enhance technical, leadership, or strategic skills.
- Giving back activities to share and utilize your knowledge and to help build the profession.

□ It is the responsibility of certification holders to record their PDUs using the CCRS and complete the renewal process within their CCR cycle.



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How to Claim PDUs in the CCR?



➤ The CCR process makes it possible to share particular PDUs across certifications if one holds multiple PMI certifications. This feature streamlines the maintenance process as it allows one to meet the requirements of several certifications at once.



The CCR requirements for each PMI certification are as follows:

Certification	Certification Cycle	Total PDUs Required	Education Minimum PDUs	Giving Back Maximum PDUs
PMP	3 years	60	35	25
PgMP	3 years	60	35	25
PfMP	3 years	60	35	25
PMI-PBA	3 years	60	35	25
PMI-ACP	3 years	30	18	12
PMI-RMP	3 years	30	18	12
PMI-SP	3 years	30	18	12

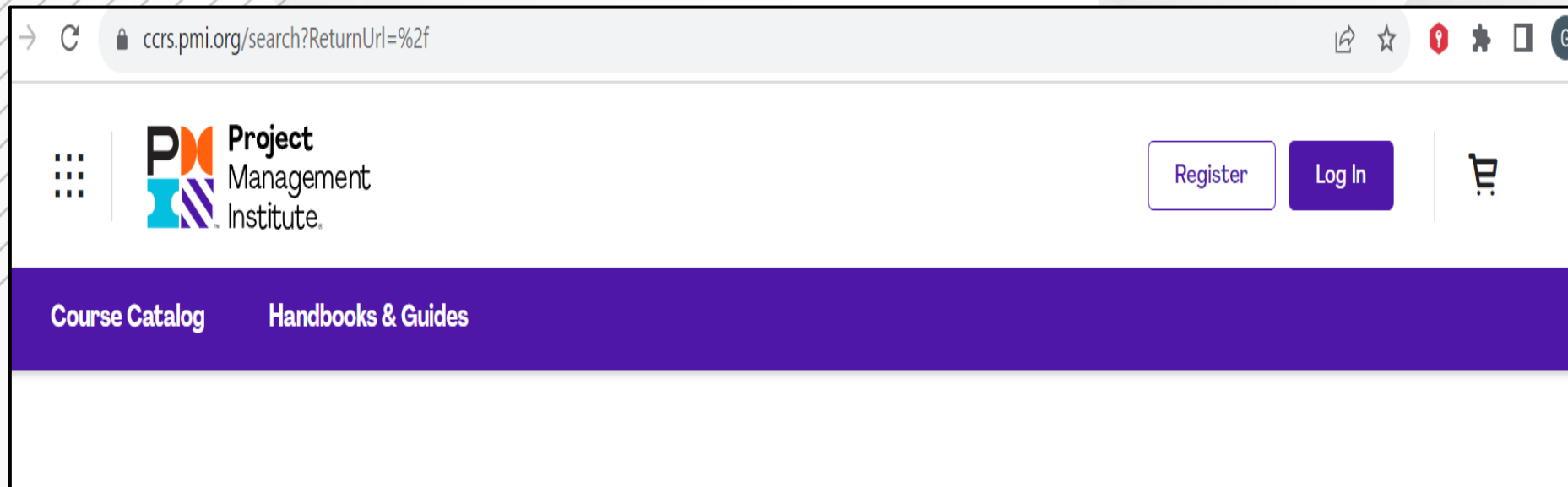
Volunteering and gaining PDUs

- Volunteering for non-employer or non-client organizations is a valuable way to earn PDUs while contributing to the profession and community.

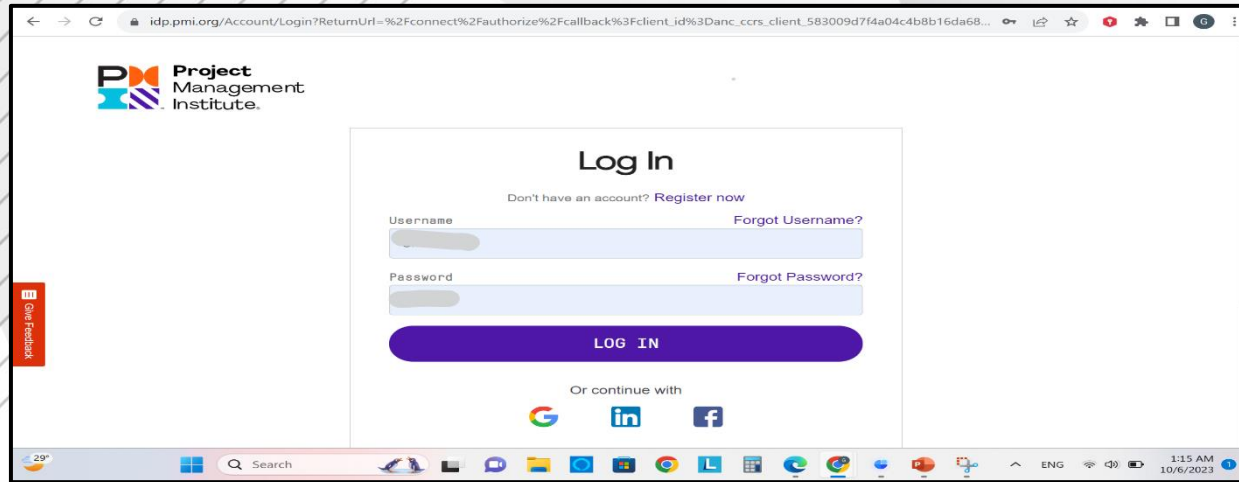


- To claim any volunteer hours in PMI as PDUs, follow these steps:

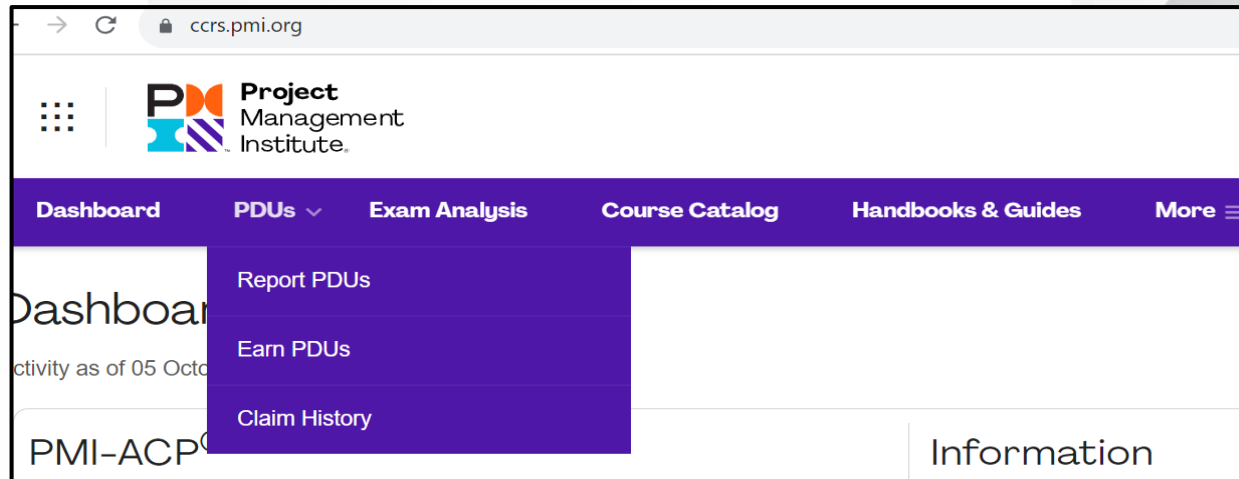
1. Go to the PMI CCRS website: <https://ccrs.pmi.org/>



2. Log in to your account using your username and password.



3. Once logged in, click on "Report PDU".



4. Select "Volunteer" under "Giving back".

The screenshot shows the website ccrs.pmi.org/claim. The navigation bar includes: Dashboard, PDUs (with a dropdown arrow), Exam Analysis, Course Catalog, Handbooks & Guides, and About PMI.

Report PDU

Dashboard > Report PDU

Education

Learning activities that allow you to broaden your knowledge in one of the PMI Talent Triangle skill areas: Ways of Working, Power Skills, or Business Acumen.

- PDU Claim Code** ⓘ
PMI, A.T.P. / China R.E.P. or Chapter provided 10 digit code
[I have a claim code](#)
- Course or Training** ⓘ
In person or virtual classes, formal education
- Organization Meetings** ⓘ
Chapter, company, or professional meetings limited to 2 PDUs
- Online or Digital Media** ⓘ
Pre-recorded Webinars, Podcasts, digital recordings
- Read** ⓘ
Books, articles, blogs

Giving Back

Activities that enable you to share and apply your knowledge and skills as a means to contribute to and help build the profession.

- Work as a Practitioner** ⓘ
Working in a profession related to your certification
- Create Content** ⓘ
Authoring books or articles, creating webinars
- Give a Presentation** ⓘ
Preparing for and speaking or presenting
- Share Knowledge** ⓘ
Serving as a moderator, SME, or mentor
- Volunteer** ⓘ
Volunteering without compensation

5. Fill in the “*Organization*” field with the name of the organization you volunteered for (e.g., PMI-KSA Chapter).
6. In the “*Volunteer Course*”, provide a title for the activity or job you performed (e.g., Chapter Event Coordinator).
7. In the “*Description*” field, provide a detailed description of said job or activity.

(This is optional but can be helpful in case of an audit)



Volunteer

[Dashboard](#) > [Report PDUs](#) > [Volunteer](#)

Volunteer Information

Organization ?

PMI-KSA Chapter

Volunteer Course ?

Chapter Event Coordinator

Description ?

B *I* U  

As a Chapter Event Coordinator in PMI, my role was to plan, organize, and execute events for PMI-KSA Chapter.

I coordinated with speakers, venues, and vendors to ensure successful event logistics and registration. To contribute to valuable networking and educational opportunities for chapter members, promoting the growth and success of the PMI community.



Give Feedback

8. Enter the URL of the organization. (optional)
9. Enter contact person information, such as the supervisor's name, phone number, or email address. (optional)
10. Specify “*Date Started*” and “*Date Completed*” for your volunteering period.



URL
(optional)

Contact Person
(optional)

Mohammad

Contact Phone
(optional)

Contact Email
(optional)

Date Started

01/31/2021



Date Completed

01/31/2022



11. Under “*PDUUs Claimed*”, select the appropriate number of PDUUs.

- 1 PDU = 1 volunteering hour
- Keep in mind that there is a maximum limit for PDUUs claimed in the "*Giving Back*" categories.

12. Check the box stating that you agree the claim is accurate.

13. Click "*Submit*" to submit your claim.



PDU's Claimed ?

PMI-ACP®

7.00 ⬆

PMI-RMP®

7.00 ⬆

PMP®

11.00 ⬆

By submitting this claim, I attest that the information I have provided is correct. I understand that any misrepresentation or incorrect information provided may result in disciplinary action, including suspension or revocation of my PMI certification and/or credential.

I agree this claim is accurate.

 Give Feedback

Submit





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Thank You!

