



Certified Professional Logistician (CPL)
INDIVIDUAL RECERTIFICATION POINTS REQUEST
Form CPL-R-1
(Please print or type)

Date:

Name:

SOLE Member Number:

CPL Number:

Full Mailing Address:

Telephone Number:

Fax Number:

Email Address:

Category Title and Reference Number *(for example, Publications, 2.0):*

Activity Accomplished and Reference Number *(for example, Publish Article in Logistics Spectrum, 2.1):*

Points Earned:

Describe Supporting Documentation Supplied [Must accompany request and indicate the time, location, full mailing address, and name and telephone number of responsible individual of the activity in order to process] *(for example, copy of article and table of contents showing title of article and journal, author, date, etc.; copy of conference fee receipt; copy of conference brochure showing title of presentation and author):*

Remarks:

Notes:

- CPLs will submit documentation to SOLE HQ as activities occur (ideally, within 90 days).
- Include documentation from third party to prove activity was accomplished.
- Documentation required will be copies of articles, conference brochures, conference fee receipts, transcripts, letters from employer or Chapter Chair, etc..
- Activities may NOT be double-counted if they fall under more than one category.

Always keep a copy of all documents submitted to SOLE HQ for your own records.

Exceptions

- CPLs who believe that that their professional activities do not fit the standard activity categories may submit a letter of explanation with this form. Include as much supporting detail as possible and any relevant documentation from third parties.
 - SOLE HQ will forward requests for exception to stated policy to the Chair, CPL Recertification Committee.
 - Disagreement with SOLE HQ review and awarding of points for the standard activity categories must be sent to SOLE HQ in writing.
 - The Recertification Committee will review the documentation on exceptions and disagreements and determine the appropriate number of points to be awarded.
 - SOLE HQ will notify the CPL of the Committee's decision.
 - Any disagreement with the points awarded upon initial review of the standard recertification categories, or with the points awarded upon review by the CPL Recertification Committee of an Exceptions Request, must be sent to SOLE HQ in writing within 90 days of receiving the decision.



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FOR SOLE OFFICE USE ONLY

Date Received:

Received By:

Supporting Documentation Approved By:

Points Awarded:

Date Entered in CPL Recertification Database:

Remarks: