



THE AMERICAN INSTITUTE OF ARCHITECTS



Dear AIA/CES Registered Provider:

Welcome to The American Institute of Architects Continuing Education System (AIA/CES). We are excited about the future and growth of the AIA/CES, and we appreciate your commitment, as a Registered Provider, to maintain the high *quality* standards detailed in the enclosed **2000 AIA/CES Provider Guidebook**. Please review this information carefully as you develop and register your programs, and always feel free to contact us if you need clarification or assistance.

Your AIA/CES Registered Provider Number # J315, is for use through December 31, 2001. Provide this number when referencing your account with us, and when registering and reporting your educational programs to The University of Oklahoma.

In addition to the information contained in the Providers Guidebook, your Point of Contact (POC) will also receive updates throughout the year via our e-mail broadcast, *Providers Connection*. We ask that your POC read, disseminate, and respond to the information appropriately—and in a timely manner. Please let us know if your contact information changes, so we can keep your organization up to date on the latest policies, issues, and trends!

Another great way to stay current is by attending the annual AIA/CES Providers Conference held in conjunction with the AIA National Convention each spring. New and experienced AIA/CES Registered Providers come together for the latest updates on state Mandatory Continuing Education for architects, and to learn about the trends in professional development, marketing and networking avenues, and collaborative opportunities. Look for information on this and other opportunities—and make plans to join us—especially if you are a first-year Provider!

REMEMBER

- As an active CES Provider, you may use the AIA/CES logo to promote your CES opportunities! We have provided camera-ready art in your Guidebook (pp. 84/85), and electronic file attachments are available via e-mail request.
- Advertise your courses *free* online through e-Architect! To access the *CES Programs* database on AIAOnline go to www.e-architect.com >> Continuing Ed >> CES Forms >> Program Advertisement Form/Program Description Form A.

I wish you the very best of luck with your programs, and I look forward to working with you. Please remember to call me if you have any questions! You can reach me by telephone at 202/626-7356, or via e-mail at bholton@aia.org.

Best regards,

Beverly Brown Holton
CES Manager