How to Register Your Continuing Education Units

Step by Step Manual

For

Learners
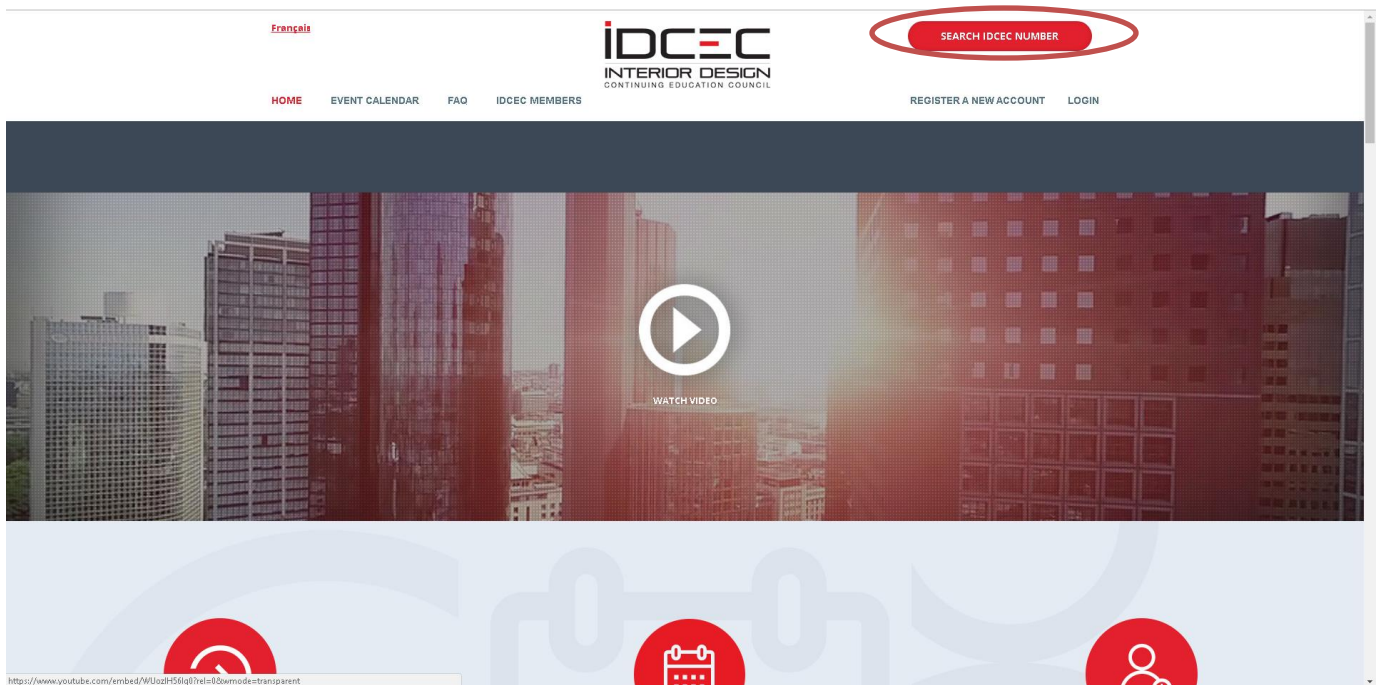
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Access as a Learner

Access the IDCEC website at www.idcec.org

You have been assigned a unique IDCEC number and password. If you have misplaced the information please search for this number on the IDCEC website (top right corner, near the Login button). Once you have your IDCEC number, click on "Forgotten Password" and a new password will be sent to you by email. Please note that the password will only be sent to the email address IDCEC has on your profile.

Check your spam folder as sometimes spam filters may quarantine email received from an unrecognized source. If you do not receive an email within one business day email admin@idcec.org

Click on the Login Button.

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Enter your IDCEC identification number with the hyphen and all zeros. Do not include blank spaces.

Enter the password given to you in lowercase. Remember to change the password to one you can remember after you are logged in. You can do this by going to the 'Reset Password' tab on your left navigation bar once you are logged in.

Do not share your password, and remember to take your IDCEC number to all IDCEC approved courses you attend. You must provide the IDCEC identification number to the instructor at all IDCEC approved seminars you attend so that the provider can report attendance (excluding conference seminars) on your behalf.

Your Dashboard

Once you are logged in, you have access to your personal account. This page will give you a summary of your continuing education activity. Access it frequently and check that your credits are reported correctly. This page allows you to keep track of completion of CEUs that are required by your Association or State Board to fulfill membership or license renewal requirements

You can click on the 'View My Courses' tab to return to the main page at any time.

Once your courses are reported, use the 'Transcript' tab to view your summarized record by reporting cycle. Refer to the transcript section in this manual for more information.

The arrow keys to the right of the Reporting cycle label allow you to expand and view a summary of your CEUs.

It is important that you have the ability to scan paper copies of your certificates and name them properly to reflect and identify the back-up documents such as certificates of completion. An example of how to name your files for easy recognition would be, Neocon_June2012. Make sure that the title does not exceed the limit of characters allowed when

5

naming a file. This will help you manage the documents when you upload them to your online record. Upload of documents must be done from the main page on your dashboard after you have entered your activity record.

For directions on scanning documents please consult the instruction manual for your printer/scanner. IDCEC cannot assist with queries specific to the use of your printer or scanner.

Types of Reporting

You can report a <u>Course</u> or a <u>Conference</u>. Before you report a course you must determine if the course offered was a stand-alone offering or if the course taken was part of a conference. Remember courses or seminars taken as part of a conference are self-reported and normally have a conference card that lists all the courses or seminars as opposed to individual certificates of completion.

All your records will be maintained electronically for a maximum of three reporting cycles including the current reporting cycle.

It is recommended that all users print a copy of the transcript for their records at the end of each year or reporting cycle.

General Information - Courses

IDCEC Approved

IDCEC approved courses will be reported on your behalf when you provide your IDCEC identification number to the presenter of the course. You will receive an email once your attendance has been reported by the provider of the course. The provider of the course will report attendance on your behalf within 5-7 business days after the event.

The course will automatically show up on your dashboard where you can fill out the survey and obtain the electronic certificate of completion. The survey is available for a period of 3 days after attendance has been reported for you. If the survey is not completed within 3 days the system will automatically issue an electronic certificate of completion.

You can self-report courses provided you have valid proof of completion. **Do not self-report a course if you have provided the 10 digit IDCEC number to the course provider at the event as you will create a duplicate record on your account.**

Non-IDCEC courses

Please contact your Association for approval forms or to find out if other courses will qualify for CEU compliance.

Contact: Ely Alaniz   ealaniz@iida.org

                    ASID   education@asid.org

                    Della Swider   dswider@interiordesignsociety.org

                    Cindy Beauchemin   support@dsasociety.org

IDC Members:

Please use the prescribed listing online to register your Non-IDCEC course/activity. Contact your provincial association if you have questions on reporting.

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General Information - Conferences

IDCEC Approved

Conference providers will <u>not</u> report your attendance at seminars or courses within a conference or trade show but will provide either a certificate of completion or a conference card that must be stamped or signed at the event. You must self-report seminars or courses taken at a conference by searching the conference by number or name and choosing from the list of courses or seminars offered.

Non-IDCEC Conferences

Please contact your Association for approval forms or to find out if other courses will qualify for CEU compliance.

Contact: Ely Alaniz   ealaniz@iida.org

                ASID   education@asid.org

                Della Swider   dswider@interiordesignsociety.org

                Cindy Beauchemin   support@dsasociety.org

<u>IDC Members:</u>

Please use the 'Report Non-IDCEC Conferences' tab to register your Non-IDCEC conference. Contact your provincial association if you have questions on reporting. You may also claim one hour of attendance per tradeshow or conference in addition to the seminars attended.

How to Report Courses

How to Self-Report Non-IDCEC Courses

Reporting for your Association

Associations may accept non-IDCEC courses for credit. You must contact your Association for compliance requirements

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Provider or Organization Name:*

Course Title or Activity Title: (Max of 100 characters, as you would like it to appear on your transcript)*

Seminar/Course Code if applicable:

Activity Details: (Do not exceed 100 characters in length)

> ASID, IIDA, IDC and IDS accept IDCEC approved courses for their continuing education requirement. However, courses not pre-approved by IDCEC can be submitted to your Membership Association to be individually reviewed and approved for their mandatory CEU requirement. Please contact each association directly for their specific review process. Membership Association approval does not qualify it as an IDCEC CEU.
>
> IDC Members can self report Non-IDCEC activity by choosing the category from the prescribed Non-IDCEC list. Proof of activity must be attached for auditing purposes. Do not enter an activity for which you cannot attach proof of attendance or registration.

Fill in the information on the course as requested.

Activity Details: (Do not exceed 100 characters in length)

> ASID, IIDA, IDC and IDS accept IDCEC approved courses for their continuing education requirement. However, courses not pre-approved by IDCEC can be submitted to your Membership Association to be individually reviewed and approved for their mandatory CEU requirement. Please contact each association directly for their specific review process. Membership Association approval does not qualify it as an IDCEC CEU.
>
> IDC Members can self report Non-IDCEC activity by choosing the category from the prescribed Non-IDCEC list. Proof of activity must be attached for auditing purposes. Do not enter an activity for which you cannot attach proof of attendance or registration.

This course was reviewed and approved by:
☐ ASID pre-approved CEUs

ASID Approval Number

Requested Designation: (If applicable only)
Please Select...

Classification of Learning Levels:
Please Select...

Course Date (dd/mm/yyyy)*

Length (hours):*

Report course attendance

Report attendance by pressing the 'Report Course Attendance' button.

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You must then click on the 'View My Courses' tab on the left navigation bar to upload proof of attendance. The upload certificate button will be highlighted in red.

Course Title (Max of 100 characters)	Course Code	Action	Delete	CEU
Test 2 for Non-IDCEC	4563	Certificate[Edit]	Delete	0.2
Test Course	12354	Upload Certificate	Delete	0.1
Test for Non-IDCEC CEU's	1234	Certificate[Edit]	Delete	0.1

Non IDCEC Conference:

Conference Title (Max of 100 characters)	Conference Code	Delete
Annual Conference 2012	1234	Delete
Annual Conference 2013	N/A	Delete
Test CON1	123456	Delete

Remember to scan the certificate of completion and name it so you can identify it at a later date. Report all courses first and then upload the proof of completion such as certificates of completion to the record by going back to the dashboard and clicking 'Upload Certificate'. This allows you to keep all your records in one place for easy access at any time.

UPLOAD CERTIFICATE

File: (Upload scanned certificate of completion - Max. 5 MB)

Browse...

Upload

File name	Date
No records to display.	

Once the record is uploaded you can go back to the dashboard page to view the uploaded record. The 'Upload Certificate' will change to 'Certificate (Edit)'. This enables you to add more information or simply view the documents you have uploaded. You have now successfully self-reported a course. The course will now show on your transcript.

Reporting for IDC Members

IDC members report Non-IDCEC attendance by selecting the activity from the prescribed list. This list applies to all provinces in Canada and allows reporting of non-approved seminars and participation in various Association events.

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REPORT ATTENDANCE

Select Activity

Provider Name:＊

Course Title: (Max of 100 characters)＊

Seminar/Course Code if applicable:

Activity Details: (Do not exceed 100 characters in length)

ASID, IIDA and IDC accept IDCEC approved courses for their continuing education requirement. However, courses not pre-approved by IDCEC can be submitted to your Membership Association to be individually reviewed and approved for their mandatory CEU requirement. Please contact each association directly for their specific review process. Membership Association approval does not qualify it as an IDCEC CEU. For ASID and IIDA members only: Please note that Non - IDCEC courses not previously approved by ASID or IIDA without a pre-approval number will not show on your transcript as it is not validated by your association.

IDC Members can self report Non-IDCEC activity by choosing the category from the prescribed Non -IDCEC list. Proof of activity must be attached for auditing purposes. Do not enter an activity for which you cannot attach proof of attendance or registration.

IDCEC Activity Code:

IDCEC Code	IDCEC Activity Title	Maximum Hour(s) Allowed	Supporting Document Required
IDCEC 100		Maximum of 15 hours	Copy of confirmation, receipt or certificate of completion. Seminars cannot promote a product or service.
IDCEC 110		Maximum of 15 hours	Copy of confirmation, receipt, certificate of completion or grade transcript.
IDCEC 120		Maximum of 6 hours	Confirmation or reciept.
IDCEC 200		Maximum of 6 hours	Evidence of course creation or development.
IDCEC 210		Maximum of 6 hours	Confimation of appointment
IDCEC 300		Maximum of 3 hours	NCIDQ letter of appointment.
IDCEC 310		Maximum of 3 hours	CIDA letter of appointment
IDCEC 400		Maximum of 6 hours	Executive summary of presentation.
IDCEC 410		Maximum of 3 hours	Copy of article or research paper.
IDCEC 500		Maximum of 3 hours	Proof of registration/attendance
IDCEC 510		Maximum of 6 hours	Copy of receipt or badge from trade show.
IDCEC 520		Maximum of 3 hours	Letter of appointment
IDCEC 600		Maximum of 3 hours	Letter from association /organization.
IDCEC 700		Maximum of 3 hours	Confirmation by intern or student

Choose the activity that applies and fill out the information. Describe the activity with maximum of **100 characters**. This description will show up on your transcript so it must be brief.

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For example, participation in Board activity can be input as 'IDIBC Board Meeting 2014' or Participation in an NCIDQ study session can be listed as 'NCIDQ Study Session 2016'.

The system is designed to accept up to the maximum hours per activity and will not accept entries over the maximum hours allowed for each activity.

How to Self-Report IDCEC Approved Courses.

CE Registry Dashboard Page

For IDCEC approved courses your attendance will be reported for you by the provider of the course. The provider of the course can report attendance on your behalf only if you have given them your 10 digit IDCEC identification number.

If your IDCEC approved course has not been reported by the provider because you did not provide your 10 digit number at the event and you have the certificate of completion you can self-report and upload your certificate of completion to your record. Scan your certificates before you report your course.

Do not report a course if you do not have proof of completion as it will not show up on your transcript.

Please review the step by step instruction manual before you attempt to use this system.

Current Reporting Cycle Courses and Conferences

Past Reported Courses and Conferences

View My Courses

Transcript

Report Course

Report Conference

REPORT COURSE

Self Report Non-IDCEC Course

Self Report IDCEC Course

All IDCEC approved courses are reported for you by the course provider.

Do not self-report a course if you have provided your IDCEC 10 digit number to the instructor of the course. You will create a duplicate record on your transcript. You may self-report an IDCEC approved course only if attendance has not been reported for you within 10 business days after the event. You must have a valid certificate of completion to self-report an IDCEC course.

If attendance has not been reported for you and you have provided your IDCEC number on the attendance sheet at the event please contact the provider directly.

The system will indicate that the record has been created. Click the 'OK' button and then click on the 'View My Courses' tab.

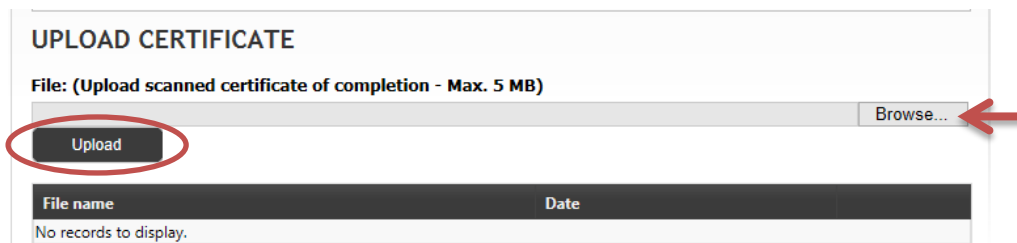| Conference Title (Max of 100 characters)		Conference Code
No records to display.		

Non IDCEC Course:

Course Title (Max of 100 characters)	Course Code	Action	Delete	CEU
aa	N/A	Upload Certificate	Delete	0.1
Test -NON-IDCEC	1234	Certificate[Edit]	Delete	0.1

Non IDCEC Conference:

From the course summary page you will see the course has been recorded. You must upload proof of completion and add it to the record you created.

Remember to scan the certificate of completion and name it so you can identify it at a later date. Report all courses first and then upload the proof of completion such as certificates of completion to the record by going back to the summary page. Click on the 'Upload Certificate' link which will be highlighted in red. This allows you to keep all your records in one place for easy access at any time.
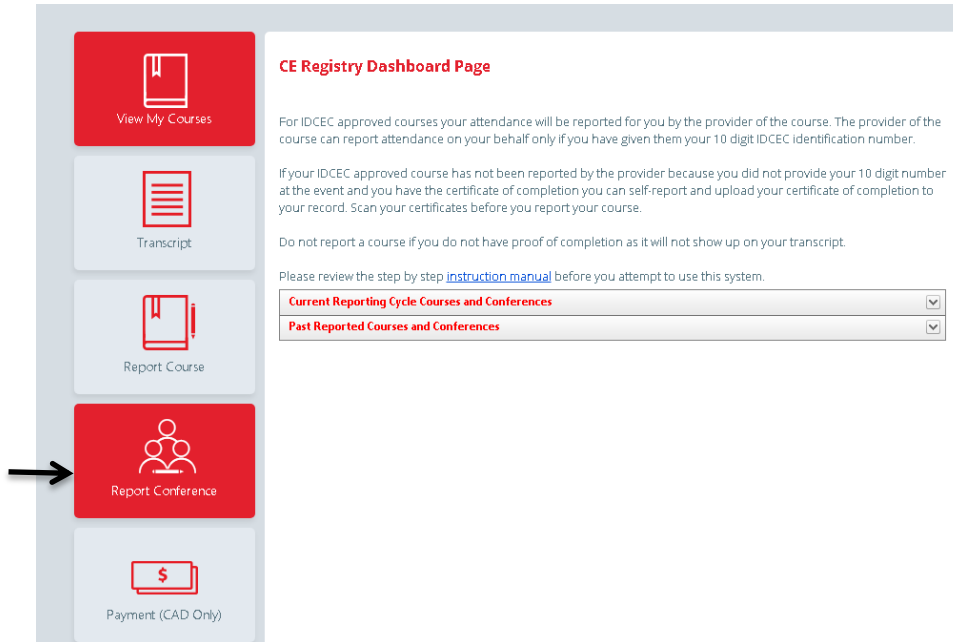

Once the record is uploaded you can go back to the summary page to view the uploaded record. The 'Upload Certificate' will change to 'Certificate (Edit)'. This enables you to update the information or simply view the documents you have uploaded. You have now successfully self-reported a course. The course will now show on your transcript.

How to Report Conferences

Self- Report IDCEC Conference

REPORT ATTENDANCE

Search by conference name or code:

[   ]

[Search]

All courses/ seminars taken within a conference or tradeshow are issued with a unique IDCEC course/seminar number to ensure that the learner obtains credit for the seminars attended.

A learner can now report individual seminars attended within the conference and upload the certificate of completion or conference card that shows validation of the individual seminars attended. Individual seminars attended will show on the transcript and will be flagged as conference attendance.

Enter the name or number of the conference (example: CONF-10101 or NEOCON or CONF) and click the 'Search' button.

REPORT ATTENDANCE

Search by conference name or code:

[NeoCon]

[Search]

Conferences: Please select the conference you attend and continue.

Title	Code	Start Date
ASID - NeoCon	CONF-10018	2012/06/08
ASID at NeoCon	CONF-10096	2013/06/10
NeoCon 2013	CONF-10086	2013/06/10
NeoCon East 2013	CONF-10133	2013/10/16
NeoCon® 2012	CONF-10009	2012/06/11
NeoCon® East 2012	CONF-10044	2012/10/17

A list of conferences will appear. Click on the conference title to choose the conference you would like to report.

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REPORT ATTENDANCE

Search by conference name or code:

NeoCon

[Search]

Conference Title (Max of 100 characters)

ASID - NeoCon

Seminar	☐
Driehaus Museum Private Tour The Gilded Age Revisited	☐
A Table for Two, Please	☐
Innovating Yourself in Turbulant Times	☐
New Mandatory ADA Regulations What's involved and what you need to know to be compliant	☐
Leadership Skills	☐

[Report Seminar Attendance]

Conference Title (Max of 100 characters)

ASID - NeoCon

Seminar	☐
Driehaus Museum Private Tour The Gilded Age Revisited	☑
A Table for Two, Please	☑
Innovating Yourself in Turbulant Times	☐
New Mandatory ADA Regulations What's involved and what you need to know to be compliant	☑
Leadership Skills	☐

[Report Seminar Attendance]

Check off the seminars you attended at the conference to the right of the seminar title. Please only choose the seminars attended for which you have a certificate of completion or conference card that is validated and confirms your attendance at the seminar.

Your confirmation of attendance will be audited by your association at the end of your reporting cycle to make sure you have met the minimum continuing education hours.

INTERIOR DESIGN IMPLICATIONS FOR HEALTHCARE TECHNOLOGY PLANNING	☐
HOW TO LEVERAGE SOCIAL TECHNOLOGIES IN THE DESIGN INDUSTRY	☐
WHAT IS ACTIVE LEARNING? WHAT PEDAGOGICAL TENETS ARE INVOLVED AND WHAT SIZE SPACE CAN SUPPORT IT?	☐
LED'S: WHEN AND HOW TO USE THEM	☐
THE LEGAL WORKPLACE OF THE FUTURE	☐
SUSTAINABLE HEALTHCARE ENVIRONMENTS: WHAT ARE THE REAL OUTCOMES FOR THE UPFRONT INVESTMENT?	☐
DETROIT: THE FUTURE CITY OF FUN	☐
RENOVATE SMARTER! HOW TO GET THE MOST OUT OF UPGRADING YOUR EXISTING SPACE AND STAY SANE DOING IT	☐
BEST PRACTICES FOR THE DESIGN OF LEARNING SPACES, FURNITURE AND TOOLS IN THE 21ST CENTURY: A REVIEW	☐
SALES LEADERSHIP: BE A POSITIVE FORCE	☐
MARKET SMART: MAKE A BIG SPLASH FOR LITTLE CASH	☑
TRANSFORMING THE GOVERNMENT WORKPLACE	☑
HEALTHY BUILDING, HEALTHY OCCUPANTS	☑
THE DESIGNER'S ROLE IN GREEN LEASES	☐
BUILDING COMMUNITY ON COLLEGE CAMPUSES	☐
WHO'S MINDING THE OFFICE? TRENDS AND TRADE-OFFS IN OFFICE LIGHTING	☐
DISCOVERING THE SECRETS OF THE MASTERS TO ENERGIZE A SPACE	☐
Panel Presentation: INNOVATION IN RESUE: DESIGNING GREEN BUILDING WITH RECLAIMED MATERIALS	☐
Razorfish Tour	☐

Report Seminar Attendance

Click the 'Report Seminar Attendance' to confirm and record your attendance.

THE DESIGNER'S ROLE IN GREEN LEASES	☐
BUILDING COMMUNITY ON COLLEGE CAMPUSES	☐
WHO'S MINDING THE OFFICE? TRENDS AND TRADE-OFFS IN OFFICE LIGHTING	☐
DISCOVERING THE SECRETS OF THE MASTERS TO ENERGIZE A SPACE	☐
Panel Presentation: INNOVATION IN RESUE: DESIGNING GREEN BUILDING WITH RECLAIMED MATERIALS	☐
Razorfish Tour	☐

Report Seminar Attendance

Reported Seminars

Seminar Title	Seminar Code	Date	Start Time	End Time	
MARKET SMART: MAKE A BIG SPLASH FOR LITTLE CASH	SE-10009-177	Jun 13, 2012	11:00	12:00	Delete
TRANSFORMING THE GOVERNMENT WORKPLACE	SE-10009-178	Jun 13, 2012	13:30	14:30	Delete
HEALTHY BUILDING, HEALTHY OCCUPANTS	SE-10009-179	Jun 13, 2012	13:30	14:30	Delete

Upload prove of completion (Conference card, or individual certificate of completion)

Add Description Here...

File:

	Browse...

Upload

File name	Date
No records to display.	

A list of the seminars attended will show up after you press the 'Report Seminar Attendance' button.

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Add your scanned certificate of completion or conference card by clicking on the browse button and choosing the document that has been previously scanned to your computer. Then attach the document as proof of completion. Ensure that your documents are properly labeled so you can identify them (example: file name should typically include the conference name and year). **A document cannot exceed 5 MB in size.**

Registration in a seminar or conference is not accepted as valid proof. You may upload more than one document as proof of completion. Ensure that you press the upload button each time. The uploaded file will show up in the grid below the upload button after they have been successfully uploaded. You can upload other information if necessary. Each uploaded document cannot exceed 5 MB in size.

Self-Report Non-IDCEC Conferences

CE Registry Dashboard Page

For IDCEC approved courses your attendance will be reported for you by the provider of the course. The provider of the course can report attendance on your behalf only if you have given them your 10 digit IDCEC identification number.

If your IDCEC approved course has not been reported by the provider because you did not provide your 10 digit number at the event and you have the certificate of completion you can self-report and upload your certificate of completion to your record. Scan your certificates before you report your course.

Do not report a course if you do not have proof of completion as it will not show up on your transcript.

Please review the step by step instruction manual before you attempt to use this system.

| Current Reporting Cycle Courses and Conferences |
| Past Reported Courses and Conferences |

Buttons (left sidebar):
- View My Courses
- Transcript
- Report Course
- Report Conference
- Payment (CAD Only)

REPORT CONFERENCE

- Self Report IDCEC Conference
- Self Report Non-IDCEC Conference

REPORT ATTENDANCE

Provider Name: *
Merchandise Mart

Conference Title (Max of 100 characters) *
Design Conference Test

Conference Code

Report conference attendance

Enter the provider and conference name first. Enter conference code if applicable.

REPORT ATTENDANCE

Seminar Title: *
Keynote Speaker - Design Trends

Seminar Code:
234515

ASID, IIDA and IDC accept IDCEC approved courses for their continuing education requirement. However, courses not pre-approved by IDCEC can be submitted to your Membership Association to be individually reviewed and approved for their mandatory CEU requirement. Please contact each association directly for their specific review process. Membership Association approval does not qualify it as an IDCEC CEU. For ASID and IIDA members only: Please note that Non - IDCEC courses not previously approved by ASID or IIDA without a pre-approval number will not show on your transcript as it is not validated by your association.

IDC Members can self report Non-IDCEC activity by choosing the category from the prescribed Non -IDCEC list. Proof of activity must be attached for auditing purposes. Do not enter an activity for which you cannot attach proof of attendance or registration.

This course was reviewed and approved by:
☐ ASID pre-approved CEUs

ASID Approval Number

Seminar Date: *   **Length (in whole hours)** *
4/8/2014   1

Add Seminar

Add seminars within the tradeshow or conference. All conferences or tradeshows that are not IDCEC approved can be reported. Please check with your associations about counting it towards compliance.

ASID		education@asid.org
IIDA	Ely Alaniz	ealaniz@iida.org
IDS	Della Swider	dswider@interiordesignsociety.org
DSA	Cindy Beauchemin	support@dsasociety.org

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If you do not belong to an Association you can report this conference and upload proof of attendance.

REPORT ATTENDANCE

Provider Name:*

Merchandise Mart

Conference Title (Max of 100 characters)*

Design Conference Test

Update Conference Info

Seminars:

Seminar Title	Seminar Code	Date	Hour(s)		
Keynote Speaker - Design Trends	234515	2014/04/08	1	Edit	Delete

Add Seminar

File: (Upload scanned certificate of completion - Max. 5 MB)

Browse...

Upload

File name	Date	
No records to display.		

Once you have entered all the course/seminar details within the conference you can upload proof of completion by pressing the 'Browse' button and upload the document that has been previously scanned to your computer showing proof of attendance or the approval number issued by your Association.

Ensure that you press the upload button each time you attach a file to confirm upload.

Provider Name: *
Merchandise Mart

Conference Title (Max of 100 characters) *
Design Conference Test

[Update Conference Info]

Seminars:

Seminar Title	Seminar Code	Date	Hour(s)		
Keynote Speaker - Design Trends	234515	2014/04/08	1	Edit	Delete

[Add Seminar]

File: (Upload scanned certificate of completion - Max. 5 MB)

[   ] Browse...
[Upload]

File name	Date	
Graph 1.jpg	May 02, 2014	Delete

The uploaded file(s) will show up in the grid below the upload button after they have been successfully uploaded.

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Transcripts

Transcripts will be issued for individual associations as the reporting requirements and reporting cycles may differ. If you belong to more than one Association you must print the transcript separately for each membership organization as requirements for each organization are different. Please choose the membership organization and reporting cycle from the drop down list.

If you belong to an association other than a core association (ASID, IIDA , IDC) or are a State Board licensee, your membership organizations will show up as "None_IDCEC Core Member" and your reporting cycle will display by year (January- December).

You can export and save the transcript to your computer or print it. To print a transcript, choose the PDF version from the drop down menu first.

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Compliance with your Association or State Board

Compliance requirements and reporting periods for Associations and State Boards vary. Please contact your Association or State Board for information regarding the number of CEUs required per reporting period to maintain or renew your membership or license.

Association and State Board Contacts

American Society of Interior Designers (ASID)
1152 15th St. NW, Suite 910
Washington, D.C. 20005, USA
Tel: (202) 546-3480
Fax: (202) 546-3240
Web: www.asid.org

International Interior Design Association (IIDA)
111 E. Wacker Drive, Suite 222
Chicago, IL 60601
Tel: (312) 467-1950
Fax: (312) 467-0779
Web: www.iida.org

Interior Designers of Canada (IDC)
C536- 43 Hanna Avenue
Toronto ON M6K 1X1
Tel: (416) 594-9310
Fax: (416) 921-3660
www.idcanada.org

Interior Design Continuing Education Council Inc. (IDCEC)
405-4576 Yonge Street
Toronto, ON M2N 6N4
1(888) 890-5515
www.idcec.org

Interior Design Society (IDS)
Interior Design Society
164 S. Main St. - Suite 404
High Point, NC 27260
Tel: (336)884-4437
Fax: (336)-885-3291
www.interiordesignsociety.org

Designer Society of America (DSA)
11420 US HWY 1 #109,
Palm Beach, FL 334080
Tel: (866) 721-7857
Web: www.dsasociety.org

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Interior Designers of Alberta (IDA)
P.O. Box 21171
Edmonton, AB T6R 2V4
Tel: (780) 413-0013
Fax: (780) 413-0076
www.idalberta.ca

Interior Designers Institute of British Columbia (IDIBC)
Suite 400 – 601 Broadway
Vancouver, BC V5Z 4C2
Tel: (604) 298-5211
Fax: (604) 421-5211
www.idibc.org

Professional Interior Designers Institute of Manitoba (PIDIM)
2 -137 Bannatyne Ave E,
Winnipeg MB R3B 0R3
Tel: (204) 925 -4625
www.pidim.ca

Association of Registered Interior Designers of New Brunswick (ARIDNB)
P.O. Box 1541
Fredericton NB E3B 5G2
Tel: (506) 459-3014
www.aridnb.ca

Interior Designers of Nova Scotia (IDNS)
P. O. Box 2042
Halifax NS B3J 3B4
Tel: (902) 425-4367
www.idns.ca

Association of Registered Interior Designers of Ontario (ARIDO)
C536- 43 Hanna Avenue
Toronto, Ontario M6K 1X1
Tel: (416) 921-2127
TF: 1(800)334 1180
Fax: (416) 921-3660
www.arido.ca

Association professionnelle des designers d'intérieur du Quebec (APIDQ)
465, rue Saint-Jean, bureau 101
Montréal (Québec) H2Y 2R6
Tel: (514) 284-6263
www.apdiq.com

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Interior Designers Association of Saskatchewan (IDAS)
Box 32005
Erindale Postal Outlet
Saskatoon SK S7S 1N8
Tel: (306) 343-3311
Fax: (306) 249-3011
www.idas.ca

State Boards in United States of America
For State Board licensing and contact information please go to the link below
http://www.asid.org/content/state-licensing-regulations