



How to Create GBCI Continuing Education Course Review Learning Objectives:

General CE Hour Course:

GBCI verifies that at least three-quarters of the learning objectives and the presentation's content must be relevant to general green building concepts such as environmental sustainability, human health, resiliency, social equity, net zero, decarbonization, ESG, and the circular economy.

- Address information about the green building concepts that is factual.
- Be relevant to green building concepts such as environmental sustainability, human health, resiliency, and the circular economy.
- Tell attendees what they will be able to do after completing the course

General CE learning objective:

- List three ways solar panels can improve building performance.

Rating System-Specific Course:

For LEED-specific credit, session subject matter must relate to LEED

For SITES-specific credit, session subject matter must relate to SITES

For WELL-specific credit, session subject matter must relate to WELL

GBCI verifies that:

1. Three out of the four learning objectives are rating system specific – see relevant topics below.
2. The course specifies the rating system(s) and version discussed at least once in either the session title, description, or learning objectives.
3. The session teaches the current version of the rating system:
 - LEED v4 (all rating systems), LEED v4.1 (all rating systems)* and/or LEED v5 (BD+C, ID+C, O+M rating systems only)**
 - WELL v2
 - SITES v2

Notes:

* Sessions that discuss rating systems that are not in their final version (i.e., they are in Pilot or Beta) require a slide clarifying that the rating system's content is subject to change. [See below on page 6.](#)



Rating System-Specific Topics

LEED – SPECIFIC

1. **LEED topics include** Decarbonization, Electrification, Social equity, Net zero, ESG, Green Finance, and Resiliency
2. LEED Rating System: Prerequisites & Credits (Intents, Requirements, Innovation Strategies) Weightings, Pilot Credits
3. Strategies implemented to achieve LEED prerequisites, credits and/or to improve performance in a category
4. Related Credits/Credit Synergies
5. LEED Project Rating System Navigation/Eligibility (Minimum Program Requirements, Project Boundary, Compliant Space Types)
6. LEED Addenda
7. Alternative Compliance Paths
8. LEED Documentation & Submission (Documentation Requirements, LEED Online)
9. LEED Certification Model - Credit Interpretations, Process of Review & Certification, Appeals, Review Phases and Timeline, Appeals, LEED Volume process, Proven Provider process, O+M Recertification, Campus, Scoring
10. Synergies between LEED and WELL, SITES, other USGBC or GBCI rating systems, or building codes (course must be primarily focused on LEED)
11. LEED Project Team Member Roles
12. Rating system development process/updates
13. Benefits or Incentives of LEED Buildings
14. LEED building performance: Energy, Water, Waste, Transportation, Human Experience
15. LEED Zero
16. TRUE Zero Waste (applies towards LEED O+M specialty only)

WELL – SPECIFIC

1. **WELL topics include** advancing human health and well-being, ESG, health and safety, promoting equity inclusion, and humanity.
2. WELL Rating System: Concepts, Features and Optimizations (Intents, Parts, Requirements, Weightings)
3. Strategies implemented to achieve WELL features and optimizations and/or to improve performance in a category
4. Related Features/Feature Synergies
5. WELL Project Types
6. WELL Addenda
7. Alternative Adherence Paths and WELL Equivalencies (international and other)
8. WELL Documentation or verification matrix



Rating System-Specific Courses

9. WELL Certification Model – Registration, Performance Verification, Certification Recertification, Curative Actions and Appeals, WELL Scoring
10. Synergies between WELL and LEED, SITES, other USGBC or GBCI rating systems, or building codes (course must be primarily focused on WELL)
11. WELL Project Team Member Roles
12. Rating system development process/updates
13. Benefits or Incentives of WELL Buildings
14. WELL Performance Verification process (conditions, scheduling, testing, results, etc.)
15. WELL Body Systems

SITES – SPECIFIC

1. SITES Rating System: Prerequisites and Credits (Intents, Requirements, Weightings)
2. Strategies implemented to achieve SITES prerequisites, credits and/or to improve performance in a category
3. Related Credits/Credit Synergies
4. Eligible sites
5. Sites Addenda
6. Sites Documentation
7. SITES Online
8. SITES Certification Process
9. Synergies between SITES and LEED, WELL, other USGBC or GBCI rating systems, or building codes (course must be primarily focused on SITES)
10. SITES Project Team Member Roles
11. Rating system development process/updates
12. Benefits or Incentives of SITES projects

Examples below

Examples of learning objectives by Rating System

These learning objectives contribute to a course approval as rating system-specific because they contain a **Rating System-Specific** element.

Rating system specified in the description:

....This workshop will focus on tools across a building's lifecycle, from design and construction through operations. The **LEEDv4.1 BD+C** rating system requirements for design and construction lay the foundation for building performance during operations. The rating system rewards teams for installing efficient systems and infrastructure, such as energy and water meters that support the goals of the **LEED v4.1 O+M** rating system to measure, benchmark, and improve performance over time.....

Learning objectives that use the relevant topics for LEED:

This sample learning objective would contribute to course approval as rating system-specific for LEED BD+C because it addresses item 3 under LEED-specific in Appendix A - "LEED Rating System: Prerequisites & Credits," as well as giving the rating system (LEED BD+C) and version (5)

- Identify how **LEED v5 BD+C credits** align with LEED v5 impact areas.

Learning objectives that use the relevant topics for SITES:

Learn how to measure and monitor the benefits of green stormwater infrastructure (GSI) to understand how a site functions as an integrated GSI system.

- Understand synergies between **SITES v2 credits** and local regulations in your project.

Learning objectives that use the relevant topics for WELL:

Understand the latest changes to the WELL rating system with the rollout of v2, including the transition of Biophilic Design to a Precondition, Access to Nature.

- Learn how Biophilic Design can contribute to credit achievement under **WELL v2** - Enhanced Access to Nature or the LEED Pilot Credit - Designing with Nature, Biophilic Design for the Indoor Environment.

BD+C learning objectives:

- Leverage the **LEED v4 BD+C** Material and Resources credits on the Whole Building Lifecycle Assessment to integrate embodied carbon reductions into the design process and achieve meaningful embodied carbon reductions for new construction projects.



Rating System-Specific Courses

ID+C learning objectives:

- Using **LEED v4 ID+C** with the LEED Volume program, participants will learn some of the challenges and variances among each project.

O+M learning objectives:

- Define the scope of **LEED v4.1 Operations and Maintenance** for diverse space types and how the score drives performance targets.

Multiple rating systems learning objectives:

- Articulate how **LEED v4.1 BD+C and O+M** credit requirements provide a foundation for teams to pursue net zero goals during building operations.



Rating System-Specific Courses

Course Approval Slide: Pilot or Beta versions of LEED rating systems

Courses discussing rating systems in Beta or Draft testing require an additional slide clarifying that the rating system's content is subject to change.

*For example, courses that discuss the **LEED v4.1 rating system** include one slide that displays the following text:

“LEED v4.1 is still in beta, and the rating system may change. The information for this course was taken from the version published on <Month> <Year>. Participants should check www.usgbc.org for the most recent version.”

For example, courses that discuss **LEED v5 BD+C, ID+C or O+M draft include one slide that displays the following text:

*“LEED v5 is currently in **draft**, and the rating system may change. The information for this course was taken from the version published on <Month> <Year>. Participants should check www.usgbc.org for the most recent version.*

This course was presented/recorded on [DATE].