



AFO Professional Service Experience Program

Return application and documentation at the time of renewal to:
National Recreation and Park Association

CL#500007
PO Box 5007
Merrifield, VA 22116-5007



The National Recreation and Park Association offers Aquatic Facility Operators an opportunity to earn ***Professional Service Experience (PSE) Credit***. Together with the traditional CEU or academic credit, PSE credits enable individuals to renew professional certification by utilizing the services they provide back to professionals in the field.

PSE credits fall into two different categories: Service and Literary/Training Material Contribution. The PSE Information Sheet outlines points awarded for service, maximum points available within the five year period, and supporting documentation required to obtain credit.

In order to obtain PSE credit, please complete the Professional Service Experience form and submit it to NRPA with your renewal application. Please remember you may use **up to 10 PSE Points** (1.0 CEU equivalency credits) as a partial offset to the 2.0 CEUs required to maintain your certification. AFO Instructors and Exam Committee members may use up to 20 PSE Points (2.0 CEU equivalency credits). The remainder must be CEUs or CEU equivalents earned through attendance at CEU granting courses/workshops, academic courses or other qualifying continuing education experiences. PSE credit can be applied to either group A or B of an AFO Renewal Application (***Example: 9 PSE +1.1 CEU = 2.0 minimum requirement***)

All AFO Professional Service Experience credits must be related to the field of Aquatics.

If you have any questions about this program please email certification@nrpa.org

Professional Service Experience Information

All AFO Professional Service Experience credits must be related to the field of Aquatics.

SERVICE

A. Service as an Officer, Chairperson, or Committee Member of NRPA, the NRPA Networks or State Association

1. Elected officer 5 points per year
2. Committee Chairperson..... 5 points per year
3. Committee Member..... 2 points per year

Supporting Documentation: documentation from the organization verifying the position held, its responsibilities and dates of services

B. Service as a Speaker, Presenter or Instructor at NRPA, State Association conferences/seminars, Nationally-recognized Aquatics Conferences, or at accredited universities and colleges at the following levels:

1. Sole Presenter - Educational session/keynote presentation at NRPA Congress, state conferences, or universities/colleges..... 2 points per hour
2. Co-Presenter - Educational session/keynote presentation at NRPA Congress, state conferences, or universities/colleges..... 1 points per hour

Supporting Documentation: documentation from the sponsoring organization verifying professional's role in session

Note: A single topic may be submitted for credit only once during the five-year time frame.

C. Service as a Legislative/Lobbying representative of NRPA organizations in the following areas:

1. Prepared legislation featuring a bill or charter code relevant to the aquatics field..... 5 points

Supporting Documentation: Verification of involvement by a representative of legislative body

D. Instructed at least one Aquatic Facility Operator class annually..... 5 points

Supporting Documentation: documentation verifying dates and locations of courses taught for each year of certification cycle

LITERARY/TRAINING MATERIAL CONTRIBUTION

A. Service as an Author of a published professional article, manual, book, video or computer software program:

1. Author of published books/textbooks related to the field of aquatics 20 points per book
2. Authored/edited chapter(s) of published books/textbooks related to the field of aquatics 15 points per book
3. Published Training manuals used to educate aquatic professionals 15 points per manual
4. Refereed Journal Articles related to the field of aquatics..... 15 points per manual
5. Computer software package for utilization in the field of aquatics..... 15 points per package
6. Unpublished masters and/or doctoral thesis related to the field of aquatics..... 20 points
7. Articles on Aquatics for NRPA or State Association magazines 2 points per article
8. Training video for aquatic professionals 2 points per video
9. Articles on Aquatics for NRPA or State Association professional newsletters and research abstracts..... 1 points per article

Supporting Documentation: Copy of material created for publishing

AFO Professional Service Experience Form

Return AFO Renewal Application and all documentation to:
National Recreation and Park Association attn. Certification
 22377 Belmont Ridge Rd, Ashburn, VA 20148
 Or fax to 703-858-0794

To obtain Professional Service Experience Points:

1. Complete and submit this form with your renewal application. Be sure to include all PSE points you are requesting and the date(s) of service or publication.
2. **Be sure to submit all supporting documentation with this form** (*PSE points will not be granted without documentation*)
3. Keep a copy of this form and supporting documentation for your records.
4. You may use up to 10 PSE Points (1.0 CEU equivalency credits), towards your AFO renewal.
5. AFO Instructors and Exam Committee members can use 20 PSE Points (2.0 CEU equivalency credits) towards their renewal.

Name: Last _____ First _____ M.I. _____

Email: _____ Phone: () _____

Job Title: _____ Agency _____

Address: Street _____

City _____ State _____ Zip _____

Please Complete

Available Points

(please refer to the PSE Information sheet for maximum points available in each area)

		P.S.E. Points Requested	Date(s) of Service/Publication
Service			
Elected Officer.....	5 points/year	_____	_____
Committee Chairperson.....	5 points/year	_____	_____
Committee Member.....	2 points/year	_____	_____
Sole Presenter.....	2 points/hour	_____	_____
Co-Presenter.....	1 points/hour	_____	_____
Legislative/Lobbying Representative.....	5 points	_____	_____
Instructed at least one Aquatic Facility Operator Course annually	5 points	_____	_____
Literary/Training Material Contribution			
Author of published books/textbooks.....	20 points/book	_____	_____
Authored/edited chapter(s) of published Books/textbooks.....	15 points/book	_____	_____
Published training manuals.....	15 points/manual	_____	_____
Refereed Journal Articles.....	15 points/article	_____	_____
Computer software package.....	15 points/package	_____	_____
Unpublished masters and/or doctoral thesis.....	20 points	_____	_____
Articles for NRPA or State Association magazines.....	2 points/article	_____	_____
Training video.....	2 points/video	_____	_____
Articles for NRPA or State Association professional newsletters and research abstracts.....	1 points/article	_____	_____
Total P.S.E. Points Requested		_____	_____

Max 10 points (1.0 CEU) per certification cycle
 Max 20 points(2.0 CEU) for active Exam Committee Members
 and AFO Instructors

For NRPA Use Only

Total PSE Points Awarded _____ Total Credit for Certification Renewal _____ Date _____

Authorized Signature _____

Please return this form with your renewal application to NRPA.