



NATIONAL
RECREATION AND PARK
ASSOCIATION

Agency Certification Application

Upload to our secure Dropbox at
<https://nrpa.leapfile.net>

Or mail to:

National Recreation and Park Association
PO Box 5007
Merrifield, VA 22116-5007



The Agency Contact will receive updates on the group application upon request and be the primary contact for all inquiries made by certification staff.

AGENCY CONTACT NAME:

Phone:

Mailing address:

City:

State:

Zip:

Email address:

Fee Information

- 3-4 Candidates - \$240*/person
 5-9 Candidates - \$225*/person

- 10-14 Candidates - \$210*/person
 15-19 Candidate - \$195*/person

- 20+ Candidates - \$180*/person

Number of Candidates applying for CPRP exam x per person rate =

Number of Candidates applying for CPRE exam x per person rate +\$90 =

Optional study materials

Number of Study Guides (10% discount) x \$49.50**/study guide =

Number of CPRP Practice Exams (10% discount) x \$67.50/practice exam =

Number of Management of Park and Recreation Agencies Book
(CPRE Preparatory Guide – 10% discount) x \$58.50**/book =

Total =

*Please add \$45 for each non-NRPA member

**Shipping and handling not included – invoice for fees will be created after distribution

Next Steps:

Once the Agency Package Application (Page 1) and Candidate List (Pages 2 & 3) have been completed, please send an electronic copy to NRPA Certification Staff at <https://nrpa.leapfile.net>. The application will be reviewed, and an invoice will be emailed directly to the Agency Contact listed on the form.

Once payment is received an email with instructions on how listed candidates may submit their eligibility for the exam will be provided to the Agency Contact for distribution. Once a candidate's eligibility has been reviewed and accepted they will receive one year to schedule and take the CPRP and/or CPRE examination.

