



Professional Service **Experience Form**



Return with Renewal Application and all documentation:

National Recreation and Park Association

Attn: AFO

22377 Belmont Ridge Rd.

Ashburn, VA 20148

Or email: afoinstructors@nrpa.org

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 afoinstructors@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 point 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 point per article

Supporting Documentation: Copy of material created for publishing

Professional Service Experience Form

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: First _____ MI _____ Last _____

Email: _____ Phone: _____

Job Title: _____ Agency: _____

Address: Street _____ City _____ State _____ Zip _____

Service Type	PSE Points Requested	Date of Service/Publication
1. Elected Officer	5 points/year	
2. Committee Chairperson	5 points/year	
3. Committee Member	2 points/year	
4. Solo Presenter	5 points/hour	
5. Co-Presenter	1 point/hour	
6. Legislative/Lobbying Representative	5 points	
7. Instructed at least one Aquatic Facility Operator (AFO) Course annually	5 points/year	
Literary/Training Material Contribution		
8. Author of published books/textbooks	20 points/book	
9. Authored/edited chapter(s) of published books/textbooks	15 points/book	
10. Published training manuals	15 points/manual	
11. Referred journal articles	15 points/article	
12. Computer Software Package	15 points/package	
13. Unpublished masters and/or doctoral thesis	20 points	
14. Articles for NRPA or State Association magazines	2 points/article	
15. Training Video	2 points/video	
16. Articles for NRPA or State Association professional newsletters and research aspects	1 point/article	
Total PSE 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

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