The National Recreation and Park Association offers Certified Park & Recreation Professionals and Certified Park and Recreation Executives 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 their professional activities.

Points fall into two different categories: Service and Literary/Training Material Contribution. In order to receive the appropriate credit, supporting documentation must be furnished with the PSE application. The PSE Information Sheet outlines points awarded for service, maximum points available within the certification period, and supporting documentation required.

In order to obtain PSE credit, please complete the Professional Service Experience Form and submit it to NRPA with your renewal application:

- **CPRPs** – 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.
- **CPREs** – may use up to 15 PSE Points (1.5 CEU equivalency credits) as a partial offset to the 3.0 CEUs required to maintain your certification.

The remainder must be CEUs or CEU equivalents earned through attendance at CEU granting courses or workshops, or through academic courses or other qualifying continuing education experiences relating to parks and recreation.

*(Example: 1.0 PSE + 1.0 CEU = 2.0 minimum requirement for CPRPs)*

If you have any questions about this program please email: certification@nrpa.org
Professional Service Experience Information

SERVICE

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

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 or State Affiliate conferences or seminars, or guest speaker at accredited universities and colleges at the following levels:

4. Presenter/Co-presenter - Educational session/webinar/keynote presentation at NRPA Annual Conference, state conferences, or universities/colleges .................................................................1 point per session hour (up to 5 points per year)
5. NRPA Research Session ................................................................................................................................1 point per session

    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 two-year time frame.

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

6. Prepared legislation featuring a bill or charter code relevant to the parks and recreation profession. ........................................................................................................................................................................5 points per year

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

D. Service as an Accreditation Visitor (for CAPRA):

7. CAPRA Site Visit Team Lead ........................................................................................................................7 points per year
8. CAPRA Site Visit Team Member ..................................................................................................................4 points per year

9. CAPRA Commission Executive Committee Member .....................................................................................7 points per year
10. CAPRA Commission Member .....................................................................................................................4 points per year
11. CAPRA Commission Review Team Member .............................................................................................4 points per year
12. CAPRA Agency Mentor .............................................................................................................................4 points per year

E. Service as an Accreditation Visitor (for COAPRT):

13. Accreditation Chair .......................................................................................................................................5 points per year
14. Accreditation Visitor .....................................................................................................................................2 points per year

LITERARY/TRAINING MATERIAL CONTRIBUTION

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

15. Author of published books/textbooks/training manuals/training software related to the parks and recreation profession ........................................................................................................................15 points per book
16. Authored/edited chapter(s) of published books/textbooks related to the parks and recreation profession ..............................................................................................................................................5 points per book
17. Refereed Journal Articles related to the parks and recreation profession .......................................................5 points per journal
18. Unpublished masters and/or doctoral thesis/applied research related to the parks and recreation profession..........................................................................................................................10 points

19. Articles (print or online) for NRPA or State Affiliate magazines or blog.................................................................3 points per article

20. Manuscripts/Articles for NRPA or State Affiliate professional publications or research abstracts
.........................................................................................................................................................................................2 points per article

Supporting Documentation: copy of material created for publishing

Updates:
June 2015, November 2017, February 2018, March 2019, August 2021,
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. Please 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) toward your 2.0 CEU required for renewal for CPRPs and 15 PSE Points (1.5 CEU equivalency credits) toward your 3.0 CEU required renewal for CPREs.

Name: Last ___________________ First ___________________ M.I. ____________

Email: ________________________________ Phone: ( ) ____________

Job Title: ________________________________ Agency ________________________________

Address: Street ________________________________
City __________________ State ____________ Zip ____________

<table>
<thead>
<tr>
<th>Service Type</th>
<th>P.S.E Points Requested</th>
<th>Date(s) of Service/Publication</th>
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<tbody>
<tr>
<td>1. Elected Officer</td>
<td>5 points/year</td>
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<tr>
<td>2. Committee Chairperson</td>
<td>5 points/year</td>
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<td>3. Committee Member</td>
<td>2 points/year</td>
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<td>4. Presenter/Co-presenter</td>
<td>1 points/session hour</td>
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<td>6. Legislative/Lobbying Representative</td>
<td>5 points/year</td>
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</tbody>
</table>

Please send this form along with all documentation to:
National Recreation and Park Association
22377 Belmont Ridge Rd, Ashburn, VA 20148
Or certification@nrpa.org

TOTAL P.S.E Points Requested: ________________________
Certification (circle one)
CPRP (10 pt max) CPRE (15 pt max)

For NRPA Use Only
Total PSE Points Awarded ________ Total Credit for Certification Renewal ________ Date __________
Authorized Signature: ________________________