



WORLD PARKS ACADEMY

Continuing Professional Development Activity Listing for Purposes of Certification Renewal

Certified Park Professional (CPP) and Certified Park Professional International (CPP-I)

The *Certified Park Professional (CPP)* and the *Certified Park Professional International (CPP-I)* certifications are for three years from its issuance. In the three-year span, CPPs and CPP-Is must meet the following two criteria:

- 1. Maintain World Urban Parks membership status
- 2. Complete **30 hours** of Continuing Professional Development - CPD. (See glossary of related terms)

To achieve 30 hours, please refer to the chart below for additional information.

| CPD Hours: | Descriptions: | WPA Policy based on International Association of Continuing Education and Training (IACET) standards | Notes |
|------------|---|---|--|
| 45 | 1 university or college semester class | Acceptance of college credit is at the discretion of the WPA Board. Prior review is recommended. | |
| 30 | 1 university or college quarter class | | |
| 10 | 1 university or college class of shorter duration | Acceptance of college credit is at the discretion of the WPA Board. Prior review is recommended. | |
| 10 | 1 published paper, article, or book (only in year published), as follows: article, paper, or book chapter | INDIVIDUAL SCHOLARSHIP. CPD hours may be awarded for independent writings such as articles, books, research reports, or presentation of papers if a planned, directly supervised continuing professional development experience is approved by the WPA Board. | Prior approval of agreement by and possible fee payment to WPA required. |

| CPD Hours: | Descriptions: | WPA Policy based on International Association of Continuing Education and Training (IACET) standards | Notes |
|------------|--|---|--|
| 20 | Scientific or refereed publication | | |
| 5 | Unassessed full day conference | MEETINGS, CONVENTIONS, EXHIBITIONS. Meetings, conventions, and exhibitions, which attract large numbers of participants, involve different activities, and are conducted primarily without testing or assessment. | |
| 4 | Unassessed full day seminar | | General information sharing purposes do not qualify for CPD hours. Planned learning activities within such events, which meet the IACET Standard are eligible for CPD hours. |
| 10 | 1 year of service as an officer or active committee member of a professional or technical society or association. Maximum 20 per 3 years | ASSOCIATION MEMBERSHIP AND LEADERSHIP ACTIVITIES. Holding membership or serving in some leadership capacity in an association or society do not qualify for CPD hours. | |
| 4 | Per year as a committee member for a related organization (professional service). Maximum 8 per 3 years | COMMITTEE MEETINGS. Participation in committee meetings and activities qualify for CPD hours. | |
| 1 | Per hour of attendance at a conference, seminar, workshop, or webinar | | |
| 3 | Per contact hour of teaching a class for the first time (this does not apply to full time faculty) | | |
| 1 | Full day of volunteering for industry events to a maximum of 5 days total per 3 years or 5 CPD hours | | |

| CPD Hours: | Descriptions: | WPA Policy based on International Association of Continuing Education and Training (IACET) standards | Notes |
|------------|--|--|--|
| 3 | Serving as a judge for awards, exams, competitions etc. Maximum of 5 in 3 year cycle | | |
| 10 | Directly supervised continuing education experience that may include presentations and publications e.g. internship, being mentored, research. | INDIVIDUAL SCHOLARSHIP. CPD hours may be awarded for independent writings such as articles, books, research reports, or presentation of papers outside if a planned, directly supervised continuing education experience is approved by the WPA Board. | Prior approval of agreement by and possible fee payment to WPA required. |
| 5 | Per month of experience to another agency or acting above role, to a maximum of 15 | DIRECTED WORK EXPERIENCE. On-the-job training and other work experiences do not qualify for CPD hours unless the work experience is structured as part of a planned and supervised continuing education experience. CPD hours are not to be awarded for life or previous work experiences. | Prior approval of agreement by and possible fee payment to WPA required. |
| 3 | Public speaking, presenting (includes prep and delivery). Maximum of 20 per 3 year cycle | College, conference, webinar etc. | |

All applicants seeking renewal must:

- **1.** Submit an application listing educational and professional development activities (including dates, times, and names of trainings attended)
- **2.** Submit a completed application and pay the applicable fee (no discounts)
- **3.** Receive approval of the professional and development activities from the WPA Board
- **Note:** all applications submitted are subject to possible audit randomly, or at the WPA Board's discretion

Glossary of Related Terms

CPD – 1 Continuing Professional Development Unit = 1 contact hour

CEU – 1 Continuing Education Unit = 10 contact hours

IACET – International Association for Continuing Education and Training