

## APPA Recertification Activity Chart

**When submitting points for recertification, you must submit proof of attendance. If you are selected to be audited, more documentation may be required in order for your points to be approved.**

**NOTE: This chart has been revised to use the word "points" instead of "APPA Units" as a measurement tool. Previous APPA Units earned can be referred to as points and are equal in value for the purpose of recertification. For example, 1 APPA Unit equals .1 CEU or 1 point.**

Experience/Employment		Points
Activity		Points
Employment	Full-time practicing facility management professional	10 points per year
	Part-time practicing facility management professional	5 points per year

Education		Minimum of 40 points required from this category
Activity		Points
College courses	Enrollment in a facility management related course at a degree granting institution	3 hour course = 30 points 4 hour course = 40 points
	APPA Specific	
	APPA Spring Conference	16 points
	APPA regional conferences (CAPPA/ERAPPA/MAPPA/PCAPPA/RMA/SRAPPA)	15 points
	APPA chapter/state conference	10 points
	APPA trainings e.g. APPA U: Institute, Leadership Academy, Supervisor's Toolkit, Invest in Success etc.	30 points per week/track
	APPA Professional competency programs (In person or online) e.g. seminars, workshops, technical training, lunch and learns, safety training, webinars, etc.	1 point per educational contact hour
	APPA Thought Leaders Symposium	10 points
	APPA Webinars (live and/or archived recordings)	1 point per educational contact hour
Other	Attendance - Non-APPA conference - directly related to the facility management profession	15 points
	Professional competency programs (In person or online) e.g. seminars, workshops, technical training, lunch and learns, safety training, webinars, etc.	1 point per educational contact hour

**In all cases above, education must align with the APPA Body of Knowledge to be approved.**

Leadership		Points
Activity		Points
Teach/Consult/Train	Full-time facilities management consultant	10 points per year
	Part-time facilities management consultant	5 points per year
	Serving as a mentor or mentee	5 points per year
	Faculty/Trainer for one (1) session (e.g. Institute electives)	5 points per program
	Faculty/Trainer for delivery of a week long program (e.g. APPA U programs, Toolkits, etc)	45 points per program
	Session presenter at a Facilities Management related conference (e.g. APPA Spring Conference, regional, state/chapter, other)	5 points per program
	Serving as a Customized Interactive Learning (CIL) facilitator for APPA	1 point per live webinar
	Instructor in a college/university facility management program	3 hour course = 45 points 4 hour course = 60 points
Member/Officer	Holding an elected office within APPA or an APPA region, state/chapter	10 points per role per year
	Committee member of an APPA International, regional or chapter/state committee (includes conference hosting committees, safety committees, or any other local committee directly related to FM)	5 points per committee per year
Other	Session presenter at a non-APPA conference directly related to the facility management profession	5 points per program

Research/Publication		Points
Activity		Points
Awards/Performance	Individual APPA Award Recipient	5 points per award
	FMEP	15 points per visit
	Complete the FPI (Facilities Performance Indicators) survey on behalf of your institution	5 points per FPI survey cycle participation/10 points per survey administrator
Author/Research	Published article in any Facilities Management related magazine or journal	5 points per article
	Author a BOK (Body of Knowledge) chapter	10 points per BOK chapter
	Author/Co-Author a book (e-book or printed) for the APPA membership	20 points per book