

ISP RECERTIFICATION CREDIT GUIDE

(60 CEUs required in three-year term)

Requirements:

1. Candidates must recertify every three years by the last day of the month in which the candidate originally became certified. PLEASE do not send in your packet earlier than six months prior to the deadline.
2. Sixty (60) CEUs are required for recertification.
3. All requests for credits to be used for recertification will be adjudicated by the NCMS ISP Committee.
4. Some or all of your activities may qualify for credit under more than one professional certification.
5. No more than 50% of the claimed recertification credits can come from Membership and Voluntary Service activities. At least 50% of the credits must come from Educational Programs and Courses, Instruction, Speeches and Other Presentations, or Publications.
6. The same activity may not be counted under more than one category. (For example, a presentation originally given orally cannot be published and counted both as a presentation and as a published article.)
7. Attach all Documentation to support claimed recertification. Not including the required documentation will delay your application.

[Refer to the Recertification Tip Sheet for more details selecting and assigning CEUs.](#)
<Being drafted>

	Per Activity	Limit per term
1. Membership and Voluntary Service		
Maximum 50% of total CEUs from Part 1 or no more than 30 CEUs		
1.1 Membership in a chartered professional security organization (membership in only 1 organization can be counted per year)	5 (one year)	15
1.2 Volunteer service in a chartered professional security organization. <ul style="list-style-type: none"> • Service as an elected member of the Board of Directors • Service as an elected officer for a local chapter • Active participation as a member of a National or Chapter-level Committee 	15 10 5	30 30 15
1.3 Proctoring an ISP exam (credits are earned per session, not per number of people)	2.0	12
1.4 Mentoring another member [ICW new mentor program] per person	5	15
2. Educational Programs and Courses		
The topics must be relevant to the practice of industrial security, industrial security management, information security, or business management		
At least 50% of total CEUs from Part 2 through Part 6 or not less than 30 CEUs		
	As noted	Limit per term
2.1 Attendance at a chartered security organization's annual or other major conference of three or more days.	24	60
2.2 Successful completion of a security-related course at an accredited college or university. [Based on a three college credit hours]	15	Unlimited
2.3 Attendance at seminars, workshops, conferences, whether sponsored by the government, other security organizations, or local NCMS chapters. NOTE: Regular chapter meetings that have minimum of one speaker oriented to security education will count as one CEU per hour. Chapter meetings without speakers do not count. Seminars (multiple topics, 8+ hours) and mini-seminars (multiple topics, 4+ hours) and workshops (single topic, 4+ hours) count as one CEU per hour. The attendance certificates for these must state the number of training hours involved.	1 per actual hour	Unlimited
2.4 Successful completion of a self or group study program and passing the exam given (e.g., CDSE courses or ISP preparation). Requires a test or exam. Issuing authority determines the number of hours for the course. <i>Note:</i> re-certification of an existing certification held cannot be counted more than once in a three-year accreditation period	1 per hour as indicated by issuing authority	Unlimited
2.5 Obtaining a security-related certification other than the ISP. [such as CPP, CISSP, A+, Reid Institute, etc] <i>Note:</i> re-certification of an existing certification held can't be counted more than once in a three-year accreditation period)	15	Unlimited

3. Instruction, Speeches and Other Presentations		
The topics must be relevant to the practice of industrial security, industrial security management, information security, or business management. Credit is given per course topic.		
	As noted	Limit per term
3.1 Teaching a security-related course at an accredited college or university ¹	20	Unlimited
3.2 Developing and presenting training as an instructor, speaker, or panelist (minimum of 1 hour presentation – credits given per presentation, not the number of times it is presented. This must be an original presentation, not a review or a briefing on a presentation you attended.)	5 per presentation	Unlimited
3.3 Chapter or National-level study courses:	15 per presentation	Unlimited
<ul style="list-style-type: none"> Planning the entire study course including multiple meetings 		
EPP Exam Mentor	1 CEU per mentoring hour	Unlimited
4. Publications		
The topics must be relevant to the practice of industrial security, industrial security management, information security, or business management.		
	Per Item	Limit per term
4.1 Authoring or co-authoring a book	30	30
4.2 Authoring an article published in the CM Bulletin (this does not include summaries of presentations given) or a recognized security journal	5	15
4.3 Authoring a book review published in a recognized security journal	5	15
5. Public Service (must be security-related)	At discretion of NCMS	
6. Other Accomplishments	At discretion of NCMS	

Applicant's printed name _____

Applicant's signature _____

Submittal date _____

Date current ISP Certification expires _____

Date received by MMCo _____

Date approved by MMCo _____

¹ Contractually responsible for implementation of the program