

## ISP RECERTIFICATION CREDIT GUIDE (6 total credits 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. Six (6) recertification credits are required for recertification.
3. All requests for credits to be used for recertification will be adjudicated by NCMS.
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. Documentation to support claimed recertification credits is required.

	Per Activity	Limit per term
<b>1. Membership and Voluntary Service</b>		
1.1 Membership in a chartered professional security organization (membership in only 1 organization can be counted per year)	.5	1.5
1.2 Volunteer service in a chartered professional security organization. <ul style="list-style-type: none"> <li>• Service as an elected member of the Board of Directors</li> <li>• Service as an elected officer for a local chapter</li> <li>• Active participation as a member of a National-level Standing Committee</li> </ul>	1.5 1 0.5	3
1.3 Proctoring an ISP exam (credits are earned per session, not per number of people)	.25	1.5
<b>2. Educational Programs and Courses</b> The topics must be relevant to the practice of industrial security, industrial security management, information security, or business management		
2.1 Attendance at a chartered security organization's annual or other major conference of two and ½ or more days.	1.5	Unlimited
2.2 Successful completion of a course at an accredited college or university – including internet/distance learning, and CD-ROM or other self-study program that results in at least 3 college or university credit hours.	1.5 per course	Unlimited
2.3 Attendance at seminars, workshops, conferences, whether sponsored by the government, other security organizations, or local NCMS chapters. <b>NOTE: Regular chapter meetings that have one or two speakers but last fewer than 4 hours do not count. Only seminars (multiple topics, 8+ hours) and mini-seminars (multiple topics, 4+ hours) and workshops (single topic, 4+ hours) count for credit. The attendance certificates for these must state the number of training hours involved.</b>	.25 per 4 hours of instruction	Unlimited
2.4 Successful completion of a self or group study program (as determined by passing the exam given) (e.g., DSSA courses)	1	Unlimited
2.5 Taking the exam and obtaining a security-related certification other than the ISP. (Note: re-certification of an existing certification held cannot be counted)	1.5	Unlimited
<b>3. Instruction, Speeches and Other Presentations</b> The topics must be relevant to the practice of industrial security, industrial security management, information security, or business management		
3.1 Teaching a course at an accredited college or university <sup>1</sup>	2 per course	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	Unlimited
3.3 Chapter or National-level study courses: <ul style="list-style-type: none"> <li>• Planning the entire study course including multiple meetings</li> <li>• Mentoring students through a majority of the study course</li> <li>• EPP (Exam Preparation Program for ISP): ISP's who mentor an elective section are eligible to receive a maximum of .5 credits per elective per round. ISP's who mentor on the general test sections are eligible to receive</li> </ul>	1.5 1 .5 - 1	Unlimited

<sup>1</sup> Contractually responsible for implementation of the program

a maximum of 1 credit per round. You must provide documentation of participation for consideration.		
<b>4. Publications</b>		
The topics must be relevant to the practice of industrial security, industrial security management, information security, or business management		
4.1 Authoring or co-authoring a book	3	Unlimited
4.2 Authoring an article published in the CM Bulletin (this does not include summaries of presentations given) or a recognized security journal	.5	Unlimited
4.3 Authoring a book review published in a recognized security journal	.5	Unlimited
<b>5. Public Service</b> (must be security-related)	At discretion of NCMS	
<b>6. Other Accomplishments</b>	At discretion of NCMS	