



# RECERTIFICATION GUIDE

## For CHPP and CHPA Levels I, II, III, IV

**Effective September 1, 2022**



This guide applies to all NSA/Global Society of Homeland Security Professionals certifications.

The standard unit of measurement for participant credit is the Continuing Education (CE) credit, in which one credit is equal to 1 hour of classroom time. Certificate of completion and agenda that includes the hours of classroom time are required. CEs may be awarded for non-instructional credits based on the following guidelines.

*All CE credits must be from the time period between the most current certification date through the date of the recertification request. For example, if your certification was issued in January 2022, all CE credits must be dated between January 2022 and January 2025.*

### RECERTIFICATION TERM:

The recertification term shall be three (3) years from the date of certification. The certification will not expire until the end of that month. For example, if certified on January 13, 2022, the term is complete on January 13, 2025, but you will have until January 31, 2025, to recertify. A recertification application should be completed on our website [www.globalhomeland.org](http://www.globalhomeland.org). Continuing education supporting documents can be uploaded in the application or emailed to [crider@sheriffs.org](mailto:crider@sheriffs.org). *There is a \$100 fee for recertification.*

### CREDITS REQUIRED PER TERM (3 years):

CERTIFICATION	CE CREDITS REQUIRED
CHPP	24
CHPA-IV	20
CHPA-III	16
CHPA-II	12
CHPA-I	8

### MEMBERSHIP IN ORGANIZATIONS:

4 CE credits per year, limited to twelve (12) CE credits per term for membership in a nonprofit professional physical security, security-related, management, or responder-based organization or association.

### SEMINAR/CONFERENCE:

Up to 12 CE credits per term for attending physical security, security-related, management, or responder-based single- and multiple-day seminars and conferences

may be claimed based on the number of available 1-hour classroom sessions the applicant could reasonably attend in their entirety.

**SAFETY-RELATED PROGRAMS:**

Up to 12 CE credits per term for attending programs in the areas of physical security, security-related, management, safety, environmental safety, fire prevention, criminal justice, and personal protection single- and multiple-day seminars and conferences may be claimed based on the number of available 1-hour classroom sessions the applicant could reasonably attend in their entirety.

**ACCREDITED COLLEGE COURSES:**

Physical security, security-related, management, or responder-based accredited college courses may be claimed and computed at the rate of one (1) CE credit for each semester hour completed. This includes internet/distance learning or other self-study program that results in accredited college or university credit.

**INSTRUCTOR CREDIT:**

A maximum of 50% of total credits may accrue from instructor credit. The topics of the courses must be relevant to physical security, security-related, management, safety, environmental safety, fire prevention, criminal justice, or personal protection courses. 1 CE credit per participant hour, as an instructor, speaker, or panelist at an education program or 6 CE credits for the planning or development of the lesson plan including multiple meetings.

**AUTHOR CREDIT:**

6 CE credits for each publication such as books, chapters, or articles. The topics must be relevant to physical security, security-related, management, safety, environmental safety, fire prevention, criminal justice, and personal protection.

**VOLUNTEER SERVICE, CREDITS PER TERM:**

A maximum of 50% of total credits may accrue from volunteer service. Credits are per year: 1 CE credit for every hour of service on a volunteer or unpaid committee or board. Credit will be awarded for every hour of documented time devoted to a nonprofit responder-based organization (such as NDPCI, NSA, EMA, etc.) or documented time with a public response agency.

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