

## 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 considered 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		
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	Attendance at a APPA International Conference attendance (e.g. APPA 20XX, etc.)
Attendance at APPA regional conference		15 points
Attendance at APPA chapter/state conference		10 points
APPA trainings e.g. APPA U: Institute, Leadership Academy, Supervisor's Toolkit, etc.		30 points per week/track
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
Thought Leaders Symposium		10 points per session
Other	Senior Facilities Officer Summit/Young Professionals (no longer offering)	6 points
	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
<b>In all cases above, education must align with the APPA Body of Knowledge to be approved.</b>		
Leadership		
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, SFO Summit or Drive In Workshop)	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 International, regional, state/chapter, other)	5 points per program
	Serving as a Customized Interactive Learning 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		
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
	Complete a CFaR (Center for Facilities Research) project	10 points per CFaR project