

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 | |
| | APPA International Conference (e.g. APPA 20XX, etc.) | 16 points |
| | APPA regional conference | 15 points |
| | APPA chapter/state conference | 10 points |
| | APPA trainings e.g. APPA U: Institute, Leadership Academy, Supervisor's Toolkit, 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 Facilities Symposium | 16 points |
| | APPA Thought Leaders Symposium | 10 points |
| | Senior Facilities Officer Summit/Young Professionals (no longer offering) | 6 points |
| 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 | | |
|---------------------|---|--|
| 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 (also local trainer for FM personnel) | 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) | 40 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 | 5 points per live webinar |
| | Instructor in a college/university facility management program | 3 hour course = 40 points 4 hour course = 50 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 |
| | Submit or assist with the FPI (Facilities Performance Indicators) survey on behalf of your institution | 10 points per FPI survey cycle for each active participation or 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 |