

2012/2013 HOLIDAY CPRP APPLICATION



Return application and all documentation to:
National Recreation and Park Association

CL#500007
PO Box 5007
Merrifield, VA 22116-5007

Did you remember?	
Completed Application	_____
Proof of Education	_____
Proof of Work Experience	_____
Payment	_____

This application must be submitted to NRPA (complete with payment) by no later than 1/31/2013!

First Name: _____ MI: _____ Last Name: _____

*The name listed above must match the photo ID you will provide to the testing administrator. Acceptable forms of photo identification include: a current driver's license with photograph, a current state identification card with photograph, a current passport, or a current military identification card with photograph. Employment ID cards, student ID cards, and any types of temporary identification **are not** acceptable.

Address (please circle-Work/Home) _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Work Phone: _____

Email Address: _____ NRPA Member Yes # _____ No

If you have a disability that would require special accommodations for taking the examination please complete the Special Accommodation Request Form, available at www.nrpa.org/cprp

CPRP ELIGIBILITY STANDARDS (Please check appropriate eligibility)

- Candidate must hold a Bachelor's degree from an Council on Accreditation (COA) accredited program, verified by official transcript, and pass the CPRP examination; OR
- Candidate must hold a Bachelor's or higher degree from a regionally accredited education institution (without COA accreditation), verified by official transcript, with a major in recreation, park resources, and leisure services and no less than *the equivalent of* 1 year full-time experience in a recreation, park resources, and leisure services position and pass the CPRP examination; OR
- Candidate must hold a Bachelor's or higher degree from a regionally accredited educational institution, verified by official transcript, with a major other than recreation, park resources, and leisure services and no less than *the equivalent of* 3 years full-time experience following the degree in a recreation, park resources, and leisure service position, and candidate must pass the CPRP examination.
- Candidate must hold a high school diploma, equivalency certificate, or associate's degree from a regionally accredited institution, verified by official transcript/documentation, have no less than *the equivalent of* 5 years full-time experience in a recreation, park resources, and leisure services position following the diploma/degree, and pass the CPRP examination.
- Students who have not yet graduated from an NRPA accredited program with a major in recreation, park resources and leisure services, but are in their final semester on campus, may be able to qualify for exam status. They may complete the CPRP exam prior to the completion of the internship requirement and academic degree attainment. Certification may be granted upon passing the CPRP exam and after submission of official transcript/documentation verifying graduation. All students must apply with the DNC. When all requirements have been fulfilled and certification is granted, student may request that his or her files be transferred to home state.

NRPA offers a complete list of certified professionals (name, city, state and email) through our online certification registry. This information is public information, if you do not wish to have your email posted on the registry please check this box

CERTIFICATION FEE INFORMATION

(Application fee includes the CPRP Study Guide, \$195 exam fee and the application fee. All fees are non-refundable)

NRPA Member Rate-\$255.00

Non-NRPA Member Rate-\$299.00

Please make checks payable to: National Recreation and Park Association (NRPA)		
<input type="radio"/> Check	<input type="radio"/> Purchase order	Credit Card: <input type="radio"/> Visa <input type="radio"/> MasterCard <input type="radio"/> American Express <input type="radio"/> Discover
Credit Card Number: _____	Expiration Date: _____	
Name on Credit Card: _____	Credit Card Security Code: _____	
Signature: _____		
Billing Address: _____		

CERTIFIED PARK AND RECREATION PROFESSIONAL (CPRP) WORK EXPERIENCE

The CPRP work experience form must be completed and signed by a supervisor or a human resources/personnel official.

This form was created to ensure all CPRP candidates have met a standard set of competencies before sitting for the CPRP certification examination. All CPRP candidates must have experience in the areas listed below in the field of parks and recreation. All experience must equal years of full time professional experience.*

* Full-time experience/employment shall be defined by the following characteristics:

- 32 to 40 hours per week in a recreation, parks resources, and leisure services position; or
- working in the field as a primary source of income; and
- working one year part time (20 hours or more) = 6 months full time.

Seasonal, temporary, or consulting not accepted.

CPRP Candidate Name _____

Candidate Job Title: _____

Agency: _____

Agency Address/City/State: _____

Name & Title of Supervisor: _____

Phone _____ Dates of Employment (M/Y) _____ to _____

Employment status: Full-time _____ Part-time _____ Seasonal _____

Other (please identify): _____

The CPRP candidate listed above is/was responsible for completing job task(s) listed in the competency areas below while employed with the agency I represent. Please see the following pages for a list of acceptable job tasks in each competency area.

Finance Yes No

Human Resources Yes No

Operations Yes No

Programming Yes No

By signing, I certify that all the information given in this application is true and correct to the best of my knowledge. I further understand that false representation relative to any information will provide the basis for withdrawal of certification.

Signature of Supervisor completing this form _____

Title _____

Date _____

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