

RECERTIFICATION MAINTENANCE REQUIREMENTS

Name: _____ Date: _____

Signature: _____

The following recertification **points are required** within 5 years of the date you earned your designation:

CHE	50
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- _____ 8 points per year Full-time teaching and/or administrating of a hospitality/tourism program.
Provide your resume, and a statement of employment verification from personnel or human resources official.
- _____ 2 points per course Part-time teaching (adjunct teaching) at an academic institution in the area of hospitality/tourism
Provide a statement of employment verification indicating the number of courses taught each term from personnel or human resources official.
- _____ 5 points per course Successful completion as a student of graduate course.
Provide a copy of transcript or grade report indicating you passed.
- _____ 3 points per seminar Successful completion as a student of undergraduate course.
Provide a copy of transcript or grade report indicating you passed.
- _____ 4 points per designation Successful completion as a student of EI course (via independent learning).
Provide a copy of transcript or grade report indicating you passed.
- _____ 5 points per year in office Educational or industry-related association board member or officer board member or officer.
Provide an Activity Verification Form by organizational official.
- _____ 3 points per year in office Educational or industry-related association committee member committee member.
Provide an Activity Verification Form by organizational official.
- _____ 1 point per year/membership Active member of an industry-related professional association.
Provide an Activity Verification Form by association executive or board chairman/president.
- _____ 2 points per year Community service or industry advisory board or council as a volunteer.
Provide an Activity Verification Form by organizational official.
- _____ 1 point per day attending Attendance at a educational or industry-related professional trade show, conference, or convention.
Provide an Activity Verification Form specifying sponsor, date of activity, and location.
- _____ 4 points per presentation Presentation/Panelist/Guest Speaker for a hospitality/tourism, or educational industry-related event.
Provide an Activity Verification Form specifying sponsor, topic, title, and time length of presentation.

_____ **TOTAL RECERTIFICATION MAINTENANCE POINTS**