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

**DESIGNATION** (circle one):

<table>
<thead>
<tr>
<th>Designation</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHA</td>
<td>55</td>
</tr>
<tr>
<td>CRDE, CFB, CHHE, CHFE, CLSD, CHT</td>
<td>50</td>
</tr>
<tr>
<td>CMHS</td>
<td>45</td>
</tr>
</tbody>
</table>

- **8 points per year** Full-time employment in your certification designation qualifying position. 
  *Provide your resume, and a statement of employment verification from personnel or human resources official.*

- **5 points per course** Successful completion of graduate/undergraduate course from an accredited Institution. 
  *Provide a copy of transcript or grade report indicating you passed.*

- **5 points per course** Successful completion of an AHLEI Distance Learning course. 
  *Provide a copy of transcript or grade report indicating you passed.*

- **3 points per seminar** Completion of any industry related workshop/seminar. 
  *Provide a statement of verification.*

- **5 points per designation** A professional certification designation from an affiliated association. 
  *Provide an Activity Verification Form.*

- **5 points per year in office** Association board member or officer. 
  *Provide an Activity Verification Form by association executive or board chairman/president*

- **4 points per year in office** Association committee member. 
  *Provide an Activity Verification Form by association executive or board chairman/president.*

- **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** Board member, officer, or committee member for an allied and/or industry-related organization. 
  *Provide an Activity Verification Form by organizational official.*

- **1 point per day attending** Attendance at a national, state, or affiliated professional association 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 national, state, or affiliated professional hospitality industry-related event. 
  *Provide an Activity Verification Form specifying sponsor, topic, title, and time length of presentation.*

**TOTAL RECERTIFICATION MAINTENANCE POINTS**

Effective June 2015