



# RECERTIFICATION POLICIES & PROCEDURES

2018 – 2020 REPORTING PERIOD

NSCA  
National Strength and Conditioning Association



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# RECERTIFICATION

In order to remain certified, the NSCA requires that each Certified Strength and Conditioning Specialist® (CSCS®), Certified Special Population Specialist® (CSPS®), NSCA-Certified Personal Trainer® (NSCA-CPT®), and Tactical Strength and Conditioning Facilitator® (TSAC-F®) maintain current CPR/AED certification and complete Continuing Education Units (CEU) every three years. A two- to three-year certification period is common practice among certification organizations in the fitness industry. A three-year recertification period was chosen for NSCA certifications programs to ensure that certificants keep their knowledge of industry trends, technology, and laws/regulations up-to-date. The recertification deadline for the 2018 – 2020 reporting period is December 31, 2020 for all certified individuals.

There are two options for becoming recertified:

1. Retake and pass the appropriate certification exam
2. Complete and report a specified number of continuing education units (CEUs) and pay a recertification fee

## CEU Program Overview

The purpose of continuing education is to require that certified individuals stay abreast of evolving knowledge and skills in the profession, and to promote the ongoing competency of those certified. Because scientific knowledge, training techniques, and equipment are continuously evolving in strength and conditioning, periodic reporting of continuing education is needed to ensure that certified individuals are continually competent. In general, CEUs are based on the number of contact hours (or actual clock hours) undertaken to complete an activity or event.

For example:

- 1 contact hour equals 0.1 CEU
- 10 contact hours equals 1.0 CEU

Not all CEU activities are based on actual clock hours. There are exceptions, such as college or university courses, where 1 semester credit hour equals 0.5 CEU and 1 quarter credit hour equals 0.3 CEU. For example:

- 3 unit, semester-long Exercise Physiology course equals 1.5 CEUs
- 4 unit, quarter-long Functional Anatomy course equals 1.2 CEUs

Educational activity completed prior to an achieved certification cannot be applied for CEUs. CEUs must be completed between the date of certification and end of the recertification cycle. Refer to the table below to determine the number of CEUs and related fees required.

## Individuals with Multiple Certifications

If you hold multiple credentials, the same policies and procedures apply. You do not, however, need to submit 6.0 CEUs separately for each certification. For example, if you became CSCS and NSCA-CPT certified before January 1, 2018, you are only required to submit a total of 6.0 CEUs for the 2018 – 2020 reporting period. A more complex scenario exists if you became CSCS and NSCA-CPT certified at different times during the 2018 – 2020 reporting period. Special attention must be paid to the dates on your certificates to assure that the required CEUs are completed after those dates. Certificants are encouraged to contact the NSCA if there is confusion regarding recertification requirements.

ORIGINAL CERTIFICATION DATE (SHOWN ON CERTIFICATE)	CEUS REQUIRED	MEMBER FEE FOR EACH CREDENTIAL HELD	NON-MEMBER FEE FOR EACH CREDENTIAL HELD	CATEGORY A MAXIMUM	CATEGORY B MAXIMUM	CATEGORY C MAXIMUM	CATEGORY D MAXIMUM
Before 2018*‡	6.0	\$65	\$90	5.5	4.0	5.5	3.5
During 2018**^	4.0	\$55	\$80	3.5	2.5	3.5	1.5
During 2019**^	2.0	\$45	\$70	1.5	1.0	1.5	1.0
January 1, 2020 to June 30, 2020^	1.0	\$35	\$60	1.0	1.0	1.0	1.0
July 1, 2020 to December 31, 2020	0	\$0	\$0	0.0	0.0	0.0	0.0

\* You must obtain CEUs from at least two categories.

‡ All CEUs must be earned after January 1, 2018, even if certification was earned prior to this date.

^ All CEUs must be earned after the date of certification.

## CEU Reporting

The online CEU reporting process is a convenient way to review, record, and edit activities. To access the online CEU reporting page, visit [www.nasca.com/recertify](http://www.nasca.com/recertify). Online reporting allows certified individuals to:

- View certification summaries
- Determine CEUs required
- Review category maximums
- View certification number
- Determine certification expiration date
- Track accumulated CEUs
- Record and edit CEUs
- Submit the recertification fee(s)

A paper application is available for individuals without internet access, however, it must be requested in writing.

## Acceptable Content

Only continuing education content that directly relates to the scope of practice and detailed content outline (DCO) of a NSCA certification exam will be accepted. The following are only examples of acceptable and unacceptable content. Certificants with questions regarding the acceptability of a particular activity's content should contact the NSCA prior to engaging in the activity for credit.

### Examples of Acceptable Content

- Anatomy/Physiology
- Nutrition
- Biomechanics
- Organization and Administration
  - Refer to current DCO for allowed content
- Training Techniques
- Sport Psychology

### Examples of Unacceptable Content

- Surgery
- Diagnosing
- Kinesio Taping
- Radiology/Imaging
- General Business/Statistics
- Group Fitness/Holistic Activities
- Unrelated Alternative Health Topics  
(*e.g., hypnosis, acupuncture*)
- Allied Health Topics beyond the NSCA credential scope of practice (*e.g., athletic training, physical therapy or massage therapy specific techniques*)

*Note: CEUs obtained for recertification must fall within the scope and/or be consistent with the DCO for the NSCA certification held. Please refer to the current DCOs found in the Certification Handbook for content areas allowed for CEUs.*



## CEU CATEGORY DESCRIPTIONS

### Category A

Attendance at clinics, conferences, seminars, workshops, symposia, live webinars, and live streamed events permitted that the information provided falls within the scope and/or is consistent with the DCO for the NSCA certification held.

*Note: Live attendance does not need to be pre-approved.*

*Note: Attendance at exercise science-related exam preparation courses for NCCA-accredited certifications will be accepted.*

### Category B

#### Committee Work

Serving as a State/Provincial Director or a member of a NSCA committee, SIG Executive Council, or the Board of Directors.

#### NSCA Quizzes

Passing quizzes from articles in the *Strength and Conditioning Journal*, NSCA Conference Videos, and/or NSCA webinars.

#### Presentations

Participation as a speaker or panelist at clinics, conferences, etc.

*Note: Teaching academic courses does not qualify for CEUs.*

*Note: Presenting at certification preparation courses offered by organizations other than (1) NSCA Certification or (2) other NCCA-accredited certification programs does not qualify for CEUs.*

#### Publications

Published works in which the certified individual serves as author/co-author.



### Category C

#### First Aid Certification or Recertification

Completing the requirements for certification or recertification in First Aid.

#### Post-certification College Course Work

Successfully completing post-certification college/university-level courses that fall within the scope and/or is consistent with the DCO for the NSCA certification held.

*Note: Teaching academic courses does not qualify for CEUs.*

*Note: College courses must be started after date of certification (during the current reporting cycle) and completed before the recertification cycle ends.*

#### Internships (non-college credit)

Completion of a 150-hour internship relevant to strength and conditioning or personal training.

*Note: All activity must fall within the scope and/or be consistent with the DCO for the NSCA certification held.*

#### USADA Quiz

Passing the USADA quiz listed under the quiz section of the NSCA website.

### Category D

#### Associate Publication Quizzes

Passing quizzes from articles in the *NSCA Coach*, *Personal Training Quarterly*, and/or *TSAC Report*.

#### Pre-approved Home Study Courses

Completing courses by pre-approved NSCA certification CEU providers only. Check the NSCA website, under Continuing Education, for the current pre-approved course listings.

#### Personal Development

Any activity undertaken to keep current with the NSCA certification held, and does not fit into another category, is considered personal development. Some examples of activities include reading journals, magazines and books and/or viewing websites that are related to strength and conditioning and/or personal training; participating in self-improvement seminars.

#### Earning an NSCA Certification Not Currently Held

Once certified, CSCS, CSPS, NSCA-CPT, or TSAC-F, certified individuals are allowed to obtain CEUs towards their first credential by earning a second NSCA credential.

#### Earning NCCA-accredited certifications

The NSCA will award CEUs when a CSCS, CSPS, NSCA-CPT, or TSAC-F certified individual passes a certification exam offered by a fitness, sport or exercise nutrition organization currently accredited by the National Commission for Certifying Agencies (NCCA).

*Note: CEUs will be awarded at the time of the original certification only. Recertifying the NCCA-accredited certification does not qualify for CEUs.*

CATEGORY	SUB-CATEGORY	ACTIVITY	NUMBER OF CEUs AWARDED	REQUIRED DOCUMENTATION**
A	Attendance	Attending strength and conditioning and/or personal training clinics, conferences, seminars, workshops, symposia, etc. <i>Note: Attendance at exercise science-related exam preparation courses for NCCA-accredited certifications will be accepted</i>	0.1 CEU per hour of attendance (Ex: 8 hour clinic x 0.1 CEU = 0.8 CEU) A maximum of 2.0 CEUs allowed for any one event	Photocopy of attendance certificate or letter verifying participation and number of hours for non-NSCA events
B	Committee Work	Serving as a State/Provincial Director or a member of a NSCA committee, SIG Executive Council, or the Board of Directors	0.5 CEU per year of committee involvement	
B	NSCA Quizzes	Passing NSCA Webinar, <i>Strength and Conditioning Journal</i> and/or conference video quizzes	0.2 CEU for each quiz that is submitted and passed <i>Note: Conference video quizzes CEU values may vary</i>	
B	Presentations	Serving as a speaker or panelist at clinics, conferences, etc.	1.0 CEU per hour of presentation, a maximum of 2.0 CEUs allowed for each presentation	Photocopy of brochure/flyer showing participation or letter of verification from event host
B	Publications	Authoring/co-authoring articles, abstracts, chapters in books, and/or books <i>Note: Item must be published</i>	Articles: 1.5 CEUs for NSCA publications, 1.0 CEU for peer-reviewed journals, 0.5 CEU for all others   Abstracts: 1.0 CEU per published abstract   Chapters: 1.5 CEUs per published chapter Books: 3.0 CEUs per published book	Articles/Abstracts: Photocopy of periodical cover and first page of article/abstract   Chapters/Books: Photocopy of book cover and table of contents
C	First Aid	Becoming certified or recertified in First Aid	0.5 CEU awarded at time of certification/recertification	Photocopy of certification card or certificate
C	College Course Work	Passing post-certification college course work	0.3 CEU per quarter credit hour. 0.5 CEU per semester credit hour, a maximum of 2.0 CEUs per course	Photocopy of grade report or unofficial transcript
C	Internships	Completion of non-academic credit granting internship of at least 150 hours	2.0 CEUs per internship	Photocopy of verification of internship completion
C	USADA quizzes	Passing USADA quiz through NSCA website	0.2 CEU for each quiz that is submitted and passed	
D	Associate Publication Quizzes	Passing <i>NSCA Coach, Personal Training Quarterly</i> , and/or <i>TSAC Report Quizzes</i>	0.1 CEU for each quiz that is submitted and passed	
D	Pre-approved Home Studies	Successfully completing an approved home study course	CEUs awarded for pre-approved courses only; refer to course listings at <a href="http://www.nsc.com">www.nsc.com</a> for number of CEUs awarded	Photocopy of verification of course completion from pre-approved provider
D	Personal Development	Educational activities not covered by any other category (e.g., watching videos, reading articles, completing quizzes, or home studies not pre-approved)	0.5 CEU per year	Statement of nature of activities completed
D	Earn a NSCA certification not currently held	Earning a certification for the NSCA credential not currently held	3.0 CEUs	
D	NCCA-accredited Fitness, Sport, or Exercise Nutrition Certification(s)	Earning a fitness, sport or exercise nutrition certifications from other NCCA-accredited organizations	1.0 CEU	Photocopy of score report or certificate

\*Documentation for NSCA activities not required

\*\*Documentation only required if selected for an audit, or requesting an appeal or reinstatement.



### NSCA CEUs Entered

When certificants obtain CEUs through the NSCA, the NSCA will record those CEUs in the certificant's recertification record. These CEUs will also be applied towards Recertified with Distinction (\*D®).

This includes:

- Attending or presenting at NSCA events
- Authoring articles, abstracts, and/or books for NSCA publications
- Passing NSCA quizzes
- Participating on NSCA committees
- Serving as a State/Provincial Director
- Serving as a SIG Executive Council Member
- Serving on Board of Directors
- Earning additional NSCA credential(s)
- Serving as a NSCA Intern
- NSCA/Human Kinetics home study courses

*Note: NSCA/Human Kinetics home study courses must be self-reported by certificant*

### CEU Documentation

It is the responsibility of each certified individual to maintain a record of all documentation for completed activities; see the table on page 5 for documentation requirements.

Documentation does not need to be submitted to the NSCA, *for standard recertification*, unless requested and/or in conjunction with the random recertification audit conducted at the conclusion of a recertification cycle.

*Note: Documentation is required when requesting an appeal or reinstatement.*

### Random Audit

The NSCA will conduct a random audit of a percentage of certified individuals that complete the recertification process. Those individuals selected for the audit will be required to submit their CEU documentation to the NSCA for verification.

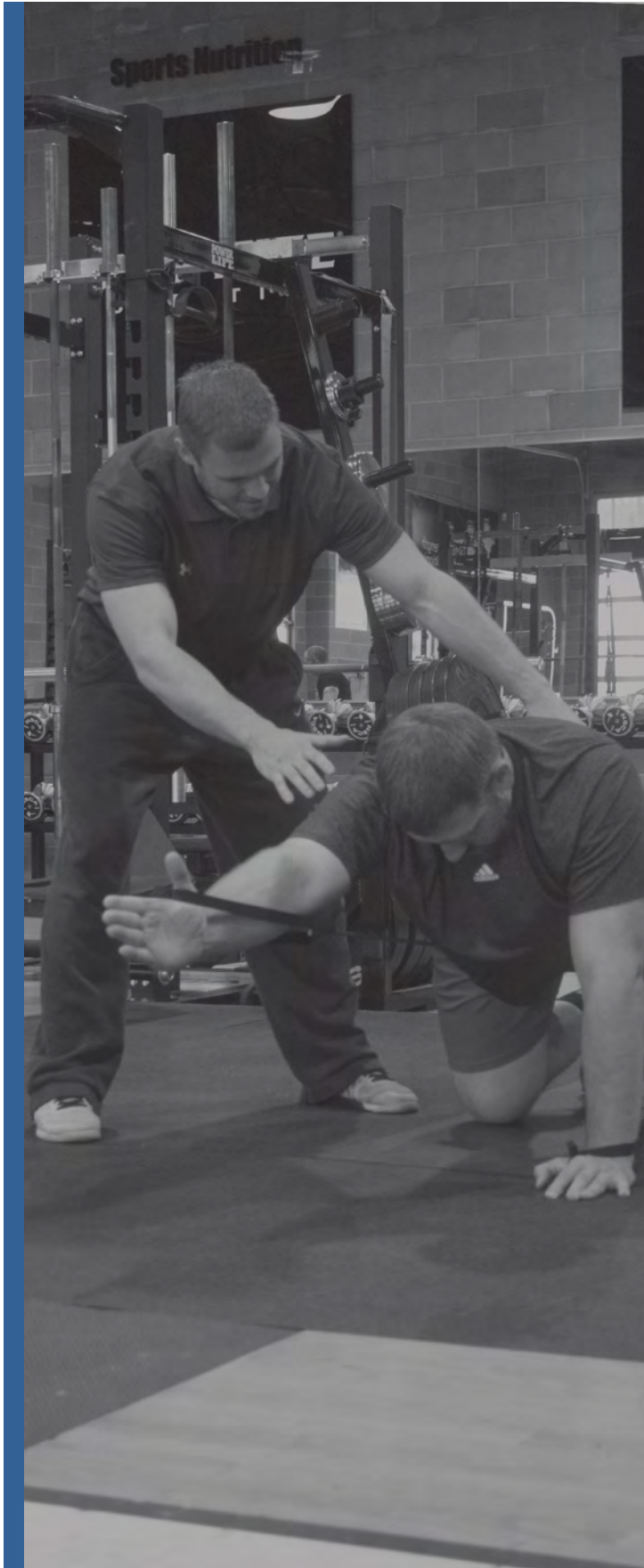
Those chosen randomly for the audit will be notified by mail no later than March 2021. Once contacted, certified individuals have 45 days to submit the documentation that supports the information previously submitted online or on the CEU Reporting Form. If supporting documentation is not provided within the time allotted (45 days), does not substantiate the activities reported, or is found to not meet CEU requirements (i.e., activity falls outside the scope of practice for the NSCA certification held) the conditions for recertification will have not been met, and those individuals will not be recertified.

### Late Fees

There will be a late fee of \$35 for certificants who earned the CEUs during the reporting period (1/1/2018 – 12/31/2020), however failed to report by the deadline. The late reporting option is available through January 31, 2021. Individuals do not need to submit any supporting documentation when paying a late fee. All certificants not completing recertification by January 31, 2021, will have their certification revoked.

### Failure to Report/Appeals

Once certified, each certified individual continues to be certified as long as he/she fulfills the minimum CEU requirements and pays the recertification fee by the deadline of December 31, 2020. The NSCA Certification Committee will be notified of the names of those failing to meet all CEU requirements so that the appropriate action may be taken. Those who fail to meet the CEU requirements will be sent a Notice of Certification Revocation. Those wishing to appeal the revocation can do so by submitting an appeal in writing, including all relevant supporting education documentation, to the Certification Committee.



## Reinstatement

Individuals with expired certifications may petition NSCA for reinstatement of their certifications at any time. Reinstatement will be granted upon fulfillment of the following conditions:

1. Presentation of documentation that all required CEUs were earned since the last successful recertification and earned in accordance with the requirements of the recertification policy in effect at that time.
2. Verification of current CPR/AED
3. Payment of reinstatement and all related recertification fees of previous recertification period(s).

If reinstatement is granted, certificants will maintain their initial certification date (a new certification number may be issued). Certificants who are denied reinstatement may appeal to the Certification Committee. The Certification Committee will review appeals at the Committee's next scheduled meeting and render a final decision.

The fee for reinstatement is \$200 plus previously unpaid recertification fees. The appropriate forms can be found online at [www.nsc.com](http://www.nsc.com).

## Recertified with Distinction (\*D)

Recertified with Distinction is a program that honors certified professionals who have met a high standard for continuing education, and are acknowledged for their significant role and participation with the NSCA. The Recertified with Distinction program benefits those who qualify, by enhancing their professional status and by providing public recognition including:

- A specially designed certificate honoring the accomplishment
- The right to use the trademark protected “\*D” as an extension of their CSCS, CSPA, NSCA-CPT, and/or TSAC-F credential(s)
- Special notation on NSCA conference badges

To qualify for Recertified with Distinction status, certificants must:

1. Meet the standard recertification requirements established by the NSCA for the current recertification period.
2. Acquire a total of 10.0 CEUs from NSCA activities in a recertification period. (the requirements are not prorated for those certified after January 2018 and CEU category maximum rules do not apply)
3. Select the option to recertify \*D on the recertification payment section of the NSCA website (Non-members will pay a \$25 fee; Members have no fee but must select the box)

Holders of multiple NSCA certifications must earn an additional 2.0 CEUs in order for the \*D to count toward all certifications held (Example: 12.0 CEUs for two certifications, 14.0 CEUs for three or more). The “\*D” must be displayed following the appropriate NSCA certification credential(s), separated by a comma, with no space in between, example: “CSCS,\*D.”



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