



## Qualifying Details

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The standards for the Certified Park and Recreation Professional (CPRP) are as follows. The CPRP must:

- Have received or is set to receive\* a bachelor's degree from a program accredited by the Council On Accreditation of Parks, Recreation, Tourism and Related Professions (COAPRT) accredited program, and pass the CPRP examination; OR
- Have a bachelor's or higher degree from a regionally accredited education institution (from a non-COAPRT accredited program), with a major in recreation, park resources, or leisure services; have no less than 1 year of full-time experience in a recreation, park resources, or leisure service position that encompasses each domain of the job analysis; and successfully pass the CPRP examination; OR
- Have a bachelor's or higher degree from a regionally accredited education institution, with a major other than recreation, park resources, or leisure services; have no less than 3 years of full-time experience in a recreation, park resources, and leisure position that encompasses each domain of the job analysis; and successfully pass the CPRP examination; OR
- Have an associate's degree from a regionally accredited education institution; have no less than 4 years of full-time experience in a recreation, park resources, and leisure position that encompasses each domain of the job analysis; and successfully pass the CPRP examination; OR
- Hold a high school diploma or equivalency certificate from a regionally accredited institution; have no less than 5 years of full-time experience in a recreation, park resources, or leisure services position that encompasses each domain of the job analysis; and successfully pass the CPRP examination.

\*Students who have not yet graduated from a COAPRT 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 documentation verifying graduation**. All students must apply through the NRPA office.

## Work Experience Details

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**Work experience is defined by your employer. Alternatives to full-time employment include the following:**

- Part-time /Seasonal/Temporary Employment - 1 year of employment is equivalent to 6 months of full-time employment
- Seasonal/Temporary Employment - accepted as supplemental work experience only, in conjunction with 1 year full-time experience in a recreation, park resources, and leisure service position
- Consultants – experience should be accompanied by three letters of reference

Please contact [certification@nrpa.org](mailto:certification@nrpa.org) for further information  
National Recreation and Park Association  
22377 Belmont Ridge Rd | Ashburn, VA 20148

# Audit Fact Sheet

Applications for initial CPRP Certification require candidates to document information in two categories: Education and Work Experience.

Qualifying documentation is not required at the time of initial application; however a systematic random number of professionals will be chosen to complete an auditing process upon submission of their initial application.

## *What you need to know...*

- Initial applicants will have 90 days from the point of notification to submit appropriate documentation
- *If applying with an Associate's degree or higher:* applicants must submit official transcripts in their original sealed envelope. Electronic transcripts will be accepted, but only if they come directly from the school to [certification@nrpa.org](mailto:certification@nrpa.org) or have a verifiable signature attached to the PDF.
- *If applying with a High School Diploma or equivalent:* applicants must submit a copy of their high school diploma or equivalent to NRPA.
- Work Experience should be verified through a Work Experience form completed by employer and submitted to NRPA
- Failure to submit appropriate documentation in a timely manner will result in a withdrawal of the candidate's certification application and a partial refund of the exam fee only will be returned to the candidate.



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