



IPMI Affiliated State and Regional Associations Guidelines for Offering CAPP Points

As an IPMI Affiliated SRA, IPMI offers the ability to provide CAPP continuing education credits toward application and/or recertification. To submit for CAPP Points for conference and training offerings, please submit the entire event agenda, as well as session-specific information, including:

- Title of education session(s).
- Length of education sessions. Please note that credits can only be offered in one-hour increments on topics that are related to the knowledge, skills, and abilities provided in the CAPP Candidate Handbook. One hour of education = 1 CAPP Point. No partial credit is available for shorter sessions.
- Session descriptions.
- Learning objectives.
- Presenter(s) biography.

Please submit to Melissa Rysak at rysak@parking-mobility.org for consideration. Melissa will coordinate the review of the education session information provided with the IPMI Professional Development team in line with the CAPP Job Analysis and award credit for the approved sessions. Once you have received notification via email, the SRA may begin to market the sessions as providing the assigned number of CAPP Points.