



National Speakers Association 2011 Instructions for Application Certified Speaking Professional (CSP) Designation

**Deadline for application:
January 12, 2011**

Certified Speaking Professionals (CSPs) are individuals who have verified, extensive experience as a self-employed, income-earning professional speaker. The CSP designation is earned through the demonstration of professional standards in four areas:

1. Association Membership
2. Continuing Education
3. Speaking Performance
4. Business Management

Steps to Earning Your CSP

1. Read the application.
2. Maintain your membership in NSA.
3. Earn the required education credits.
4. Assure your presentation data tracking format meets the NSA requirements.
5. Input the required information into the tracking forms.
6. Prior to submitting, verify all information is accurate and update any outdated information.
7. Print tracking forms and create an electronic version (CD or send to NSA via email).
8. Submit proof of attendance at the Professional Competencies Session and Professional Business Ethics Session.
9. Complete the application and sign the appropriate forms.
10. Submit the application, application fee and appropriate forms by January 12.
11. After receiving the Performance Evaluation Kit from NSA in May, assure all evaluation forms are forwarded to NSA by the specified date.
12. NSA will verify your application and notify you of your final status by June 1.

Steps to Becoming a CSP Candidate Application

An NSA member who does not yet qualify for the CSP designation but has at least two years of experience as an income-earning professional speaker and a minimum of 12 continuous months (one year) membership in NSA or a GSF organization may apply as a Candidate. Please see the separate Application for CSP Candidate.

Once an applicant has been approved as a CSP Candidate, and if he/she applies for the CSP designation within the required time period, he/she may qualify using the requirements in place when approved as a Candidate or the requirements at the time of the final CSP application.

Need help? Have questions?

- Consult your Chapter's CSP Liaison (in most chapters) who can answer many questions and help you with the application process.
- Attend the "How to Earn Your CSP" session at the NSA Convention or Workshop. Or purchase the CD from Content Management Corporation at 800-747-8069 or <http://www.softconference.com/MyNSA/sessionDetail.asp?SID=219010>
- Contact NSA staff at 480-968-2552.

***DON'T FORGET YOUR VERIFICATION OF ATTENDANCE AT THE PROFESSIONAL COMPETENCIES SESSION AND PROFESSIONAL BUSINESS ETHICS SESSION.**



Professional Standards for Earning the CSP

QUALIFICATIONS

Criteria 1: Association Membership Standard

- Be a member in good standing of National Speakers Association (NSA) or one of the Global Speakers Federation (GSF) organizations for a minimum of 36 continuous months (3 years) immediately prior to submitting your final CSP application.

Criteria 2: Education Standards

- **Earn 32 education credits** within the six years prior to submitting the application.

Credits may be earned through a combination of the following options:

- Attend NSA Conventions, Winter Meetings, Conferences, Workshops and/or Labs 2 credits per day
- Attend NSA Educational Retreats, full registrant only 12 credits
- Attend GSF Conventions and/or Global Speakers Summits, full registrant 4 credits per event (16 credits max)
 (Include proof of conference registration and receipt of attendance)
- Attend other GSF educational events25 credit per event (4 credits max)
 (Include proof of registration and receipt of attendance)
- View NSA University Webinars50 credit per event (4 credits max)
 (Include proof of registration and statement of participation)
- Be a Chapter member or member of the Global Speakers Network (GSN). . . . 1 credit per year (4 credits max)*
 (Provide letter from Chapter or GSN indicating year(s) of membership)
- Attend Chapter educational events.25 credit per event (4 credits max)
 (Include proof of registration and statement of participation)
- Listen to and summarize NSA *Voices of Experience (VOEs)* or meeting recordings25 credit each (2 credits max)**
 (Must complete summary form)
- View Virtual 2010 NSA Convention simulcasts.25 credit/session (2.5 credits max)
 (Include proof of registration and statement of participation)

Exceptions:

- * Members outside of the continental U.S. may count two credits for each year (8 credits maximum).
- ** Members outside of the continental U.S. may earn a maximum of 6 credits.

- **Attend the Professional Competencies session and Professional Business Ethics session at the NSA Annual Convention during one of the six years immediately prior to submitting your CSP application.**

Note: Your signature must appear on the roster indicating attendance at the sessions or you must show proof you purchased and listened to the recordings. Recordings are available through Content Management Corporation at 800-747-8069 or <http://www.softconference.com/MyNSA/slist.asp?C=3681>. (Program Code: 680 “Walking the Ethics Line...Without Stepping In It”; Program Code: 110 “Understanding the Professional Competencies: Four-in-One: What It Takes to Be Successful and Competent in the Speaking Business”) Include the receipt of purchase with your application.



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Professional Standards for Earning the CSP (continued)

Criteria 3: Speaking Performance Standards

- Document clients, presentations, fees, and testimonials as a working professional speaker in five of the most recent six calendar years. All requirements must be met in the same five years.
Note: Education credits can be counted over all six years.

Example: If you are submitting your application in January of 2011 and do not want to include the year 2006, your documentation would include information from 2005, 2007, 2008, 2009 and 2010.

Business Model Options

Each year must include a minimum of 20 fee-paid presentations.

You may use any one of the following four business model options to qualify:

	Clients	Presentations	Fee Income (USD)
Option One	100	250	\$250,000
Option Two	75	200	\$375,000
Option Three	50	150	\$500,000
Option Four	25	100	\$625,000

Definition of a "Presentation"

A "presentation" is a program:

- Delivered to a live audience of 15 or more
- Lasting at least 30 minutes
- Consisting of at least 75% of the presenter's own spoken word
- Must be fee paid
- Audiences of less than 15 may count for up to 25% of your total presentations

Definition of "Presenter"

For CSP criteria, a presenter is a self-employed person who delivers programs based on three different models

- Independent:** Markets and presents programs independently to client organizations.
- Contract:** Contracts with a seminar company to present to audiences in
 - Open-enrollment sessions and/or
 - In-house sessions for organizations that pay the seminar company directly.
- Self-sponsoring:** Develops, markets, finances and presents open-enrollment programs directly, receiving payment from the individuals in the audience or the organizations who sent them.

The type of "presenter" you were for a specific program determines how you count the presentation, client and fee for that program.



Professional Standards for Earning the CSP (continued)

Determining Clients, Presentations and Fee Income

These determinations vary slightly depending on the type of “presenter”.

	Independent	Contract	Self-Sponsoring
Clients	<p>Each organization for which you present counts as one client.</p> <p>For multiple presentations within the same organization, you may count each separate department or division as a new client. New division means there is a new decision maker <u>and</u> a separate budget source.</p>	<p>The seminar company that hires you to conduct public open-enrollment presentation(s) counts as one client.</p> <p>When a seminar company books you for an in-house presentation for a client organization, the client organization counts as one client.</p>	<p>For each presentation with a different audience, the audience counts as one client.</p>
Clients: Repeat	<p>Repeat clients are those companies, organizations or divisions of a company or organization that bring a speaker back for a return engagement.</p>	<p>Same as independent.</p>	<p>Same as independent.</p>
Clients: The Five-to-One Rule (see example page 7)	<p>When you have more than enough presentations and fee income but are short on clients, you may use the 5:1 rule to ‘trade’ five presentations and their accompanying fees for one additional client up to a maximum of half the total clients needed for the Business Model Option under which you are applying.</p> <p>Business Model 1 = 50 Business Model 2 = 37 Business Model 3 = 25 Business Model 4 = 12</p>	<p>Same as independent.</p>	<p>Same as independent.</p>



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Professional Standards for Earning the CSP (continued)

Determining Clients, Presentations and Fee Income (continued)

These determinations vary slightly depending on the type of “presenter”.

	Independent	Contract	Self-Sponsoring
Fees	<p>The fee paid for the presentation counts as your fee. (This does not include reimbursement for expenses or revenue from products.)</p> <p>If paid one lump sum by same client for several presentations, the total fee paid will be divided equally between the total presentations delivered.</p>	<p>For open-enrollment public presentations, the fee paid to you by the seminar company counts as the fee.</p> <p>For in-house presentations to a client organization, the gross fee the client organization paid to the seminar company (not what you were paid) counts as the fee.</p>	<p>The gross fees collected from attendees for the presentation count as the fee.</p>
Entertainer	<p>An entertainer is one whose presentation does not primarily focus on the spoken word. (Entertainers might include, but are not limited to, singers, actors, dancers, magicians, jugglers, musicians, clowns, etc.)</p> <p>Presentations which fall in the entertainment category cannot be counted toward the CSP designation unless the spoken word is used in at least 75% of the program. Singers whose program consists of songs of their own lyrics, actors who have written their own scripts and/or people who employ the spoken word in at least 75% of their presentation would not be classified as entertainers.</p>	<p>Same as independent.</p>	<p>Same as independent.</p>



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Professional Standards for Earning the CSP (continued)

Determining Clients, Presentations and Fee Income (continued)

These determinations vary slightly depending on the type of “presenter”.

	Independent	Contract	Self-Sponsoring
Fees: Minimum	All presentations must be fee paid and must be consistent with your usual fee to be counted.	Same as independent.	Same as independent.
Fees: Foreign	Indicate fees in U.S. dollars for each presentation using conversion rate tables as published on conversion websites such as www.xe.com or www.oanda.com . You may use daily conversions or annual average conversions.	Same as independent.	Same as independent.
Presentations	<p>Delivered to a live audience of 15 or more.</p> <p>25% of qualifying presentations can be to an audience of less than 15, with a minimum of 3. Place an asterisk (*) in the “Topic/Title” Column on the spreadsheet if less than 15.</p> <p>Lasting at least 30 minutes.</p> <p>Consisting of at least 75% of presenter’s own spoken word.</p> <p>Must be outside of your salaried position.</p>	Same as independent.	Same as independent.



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Professional Standards for Earning the CSP (continued)

Determining Clients, Presentations and Fee Income (continued)

These determinations vary slightly depending on the type of “presenter”.

	Independent	Contract	Self-Sponsoring
Presentations: Multiple	<p>Multiple presentations to different clients on the same day count as separate presentations.</p> <p>Multiple presentations for the same client but on different topics <u>or</u> to different audiences on the same day count as separate presentations up to a maximum of three per day. If applicable, indicate a change in audience in the “Topic/Title” column.</p>	Same as independent.	Same as independent.
Presentations: Virtual	<p>Up to 25% of your total presentations may be virtual presentations.</p> <p>Virtual presentations must be live, real time, non-interview style and may be tele-seminars, webinars or videoconferences.</p>	Same as independent.	Same as independent.

Example of the Five-to-One Rule: If a CSP applicant has 95 clients and 280 presentations, they need only five more clients to qualify. The Five-to-One Rule allows them to take 25 of the presentations done for **the same** repeat client(s) and “create” five more clients. This lowers their presentation count to 255 (25 presentations were subtracted to “create” the additional five clients) and increases the client count to 100. The applicant will also need to eliminate the fees for those 25 presentations used to gain the five “clients” for their final calculation. See following table:

Presentation/Client Exchange	Presentations	Clients	Fees
25 presentations exchanged to “create” 5 additional clients	<p>280</p> <p><u>-25</u></p> <p>255</p>	<p>95</p> <p><u>+5</u></p> <p>100</p>	<p>\$271,000</p> <p><u>-\$19,000</u></p> <p>\$252,000</p>

Criteria 4: Professional Business Management Standards

Your CSP application must:

- Demonstrate accurate data maintenance and record keeping
- Be complete and thorough
- Contain a logical format and sequence



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THE APPLICATION PROCESS

Application Fees

- The first time a CSP application is submitted, there is a non-refundable processing fee of \$375.00 USD.
- If you are resubmitting an application, the non-refundable fee is \$100.00 USD.

Application Deadline

CSP applications must be received by NSA Headquarters January 12, 2011 (not postmarked by January 12).

Documentation of Presentations Required

The following documentation is required to complete your CSP application process:

- Spreadsheet of presentations (in addition to printed spreadsheet, please also submit electronic copy via email or CD) according to the following:
 - NSA supplies a sample spreadsheet to replicate and use for your application - http://mysna.org/Portals/0/documents/csp_spreadsheet_template.xls. You may choose to use your own spreadsheet if it includes the following:
 - All of the information required (see Data Details List below)
 - It has been pre-approved by NSA staff
- Handwritten applications will not be accepted.
- Presentations must be numbered consecutively. *Note:* Do not use formulas in the spreadsheet to create the numbering as your data will be resorted during the verification process.
- Data Details List:
 - Client Number (consecutive)
 - New Client – If “yes”, enter the next consecutive number. If “no”, leave blank.
 - New Division/New Client – If “yes”, enter the next consecutive number. If “no”, leave blank.
 - Repeat Client – If “yes”, enter an “X”. If “no”, leave blank.
 - Client gained using Five-to-One Rule – ‘Trade’ five repeat client presentations and their fees paid to gain an additional client. Enter the next consecutive number followed by “a”, “b”, “c”, “d”, and “e”.
 - Presentation Number – Chronological order
 - Presentation Date – Chronological date order – Month/Date/Year (ex. MM/DD/YY)
 - Name and address of client company – Do not use acronyms.
 - Name, phone number and email address of client contact person
If “New Division/New Client” or booked by a bureau or contract company
 - Name (first name, last name), address, phone number and email of same contact person
 - Presentation Location – List city and state
 - Topic and/or Title of Presentation – Place an asterisk (*) after the topic and/or title of presentation if you presented to an audience of less than 15 but at least 3. Indicate a change in audience for multiple presentations for the same client on the same day on the same topic after topic and/or title of presentation. For example, you might note “a.m. session” vs. “p.m. session” or “managers” vs. “staff” or “students” vs. “parents”.
 - Speaking Fee / Fee Paid – Indicate fees in U.S. dollars.
For self-sponsored presentations:
 - Include the number of paid attendees for each presentation
 - Indicate the gross fee collected for each presentation

Note: You may submit more presentations, clients and fee income than required to assure your numbers meet all requirements of the Business Model Option under which you are applying.

Testimonials Required

- Submit copies of 20 testimonials from 20 different clients listed on your application. The testimonials may be on client letterhead or email. Email testimonials must originate from the client and include the client’s company name, testimonial writer’s title and contact information. (You may submit additional testimonials to assure you meet the required 20.)
- For non-English testimonials, please translate into English.
- Testimonials must correspond to a presentation listed on your presentation spreadsheet and be listed on the Testimonials Listing Form (Form 3).



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Promotional Literature and Marketing Brochures Required

- Submit one copy of your promotional material. Promotional material can be a brochure or other piece containing specific information about you, such as your qualifications, subjects, client services, testimonials, videos, books, quotations and summaries. A screenshot of your website with the URL is acceptable.
- If including self-sponsored presentations on your application, you must submit the actual marketing brochure for **each** presentation listing the **1)** date, **2)** topic and **3)** your name as presenter.

Verification of Your Presentation

- You should verify each presentation before including it in the supporting documentation.
- All information requested must be included.
- Do not include a presentation if there is any doubt about the accuracy of the records.
- You may include a presentation if your information is accurate but the company cannot be contacted (i.e. gone out of business, merger, etc.)
- If NSA staff is unable to verify information, you will be contacted. The burden of proof will then be on you to provide proof of verification.

Application Review

- Information provided on the application will be verified January through May.
- Applicants will be notified of their status by June 1.
- The CSP Council will make decisions on issues of criteria interpretation. The Council will not waive criteria requirements or make exceptions. If there is a discrepancy or question about materials submitted, the application will be reviewed by the NSA Board of Directors. The decision of the Board is final.
- All information submitted in support of your application will be held in strict confidence.
- The application and supporting materials will not be returned.

Performance Evaluations

- After your application has been reviewed and accepted, NSA will send you a Performance Evaluation Kit. It will contain a Client Evaluation Form, CSP Information Sheet and a Performance Evaluation Sample Letter.
- The Client Evaluation Form asks your clients to rate you on a 1-10 scale in the areas of preparation/knowledge of the audience; delivery/platform ability; thoroughness and follow through; and ethical behavior/professionalism.
- You will send copies of all three documents in your kit via mail or email to clients represented on your application.
- You are encouraged to consider sending 30-40 forms to clients as we require 20 completed Performance Evaluation Forms within 3 weeks after you receive the kit.
- The completed Performance Evaluation Forms are to be faxed, emailed or mailed directly from the client to NSA Headquarters. (*Note: This information is strictly confidential and cannot be shared with you, the applicant.*)
- The average score for the evaluations received must be 7.5 or higher.
- You may call NSA to verify the number of evaluations still outstanding and the names of clients who submitted

Renewal of Certification

Once you have obtained the CSP designation, you will be required to maintain the designation through a simple ongoing process. The CSP designation must be renewed every five years by meeting the following requirements:

1. Maintain NSA or GSF organization membership in good standing.
2. Earn a minimum of 24 professional education credits.
3. Submit an administrative fee of \$200.00 USD.



FORM 1: **Application Checklist**

Please place an "X" by each item indicating its inclusion in your application packet.

- Application checklist (Form 1)
- Application signature form (Form 2 & 2a)
- Presentation spreadsheet (printed copy **and** electronic version (on CD or sent via email to sarah@nsaspeaker.org)
- 20 testimonials
- Testimonials Listing Form (Form 3)
- 1 copy of promotional material
- Professional Education Form (Form 4 & 4a)
- GSF Events Listing Form (Form 5) – if applicable
- Virtual Education Listing Form (Form 6) – if applicable
- Recording Summary Form (Form 7) – if applicable
- Verification of attendance **or** proof of purchase for the Professional Competencies session
- Verification of attendance **or** proof of purchase for the Professional Business Ethics session
- New Client Listing Form (Form 8)

Note: Application forms should follow the sequence above.

***DON'T FORGET YOUR VERIFICATION OF ATTENDANCE AT THE PROFESSIONAL COMPETENCIES SESSION AND PROFESSIONAL BUSINESS ETHICS SESSION.**



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FORM 2: Application Signature Form

This application is to be used by those applying for the CSP by January 12, 2011. If you are applying for the CSP Candidate Program, please complete the separate CSP Candidate application only. You may complete this form on your computer or print legibly:

Full Name: _____

Address: _____

City: _____ **State:** _____ **Zip code:** _____

Telephone: () _____ **Fax:** () _____ **Email address:** _____

If you are representing five out of the past six years, the year omitted has to coincide with the January through December timeline. All CSP requirements of clients, testimonials and presentations must be met within the same five year period. Education credits must be met within the most recent six years.

Membership – Indicate the month and year you joined NSA or GSF organization: _____ **Month:** _____ **Year:** _____

Complete the grid below with the information requested on a calendar year basis:

	Year:	Year:	Year:	Year:	Year:	Total**
Clients						
Presentations						
Public Seminars						
Virtual Presentations*						
Income	\$	\$	\$	\$	\$	\$

*Virtual Presentations: These “Live Virtual Presentations”, which consist of teleseminars, webinars and video-conferencing (live, real time and non-interview style), may count for up to 25% of an applicant’s total presentations used on the CSP application. All the same presentation criteria apply as per live presentations.

**Total: The totals in this column must meet the complete minimum standards for one of the four business model options.

I understand the CSP designation is not an endorsement or recommendation by the National Speakers Association, but rather a designation of achievement through experience and professionalism. In any advertising or promotion, I will not use, indicate or infer any more than receipt of the CSP certification. I hereby affirm I have received, read, understood, and agree to abide by the National Speakers Association’s Code of Professional Ethics.

In consideration of the National Speakers Association reviewing my application, I shall indemnify, hold harmless, and release NSA, its officers, directors, employees, agents or others acting for or on behalf of NSA from any and all liability arising out of the acceptance or rejection of this application and the suspension or termination of the CSP designation for any reason by NSA.

I certify the information submitted is accurate and I agree to the criteria established for the determination and awarding of the CSP designation.

Signature: _____ **Date:** _____

Return this form along with your supporting documentation and application fee by January 12, 2011 to:
 National Speakers Association, ATTN: CSP, 1500 South Priest Drive, Tempe, Arizona 85281
 Deadline: **Received by January 12, 2011 (not postmarked by January 12th)**



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FORM 2a: Fees

- Non-refundable processing fee for first time submission of CSP application – \$375.00 USD
- Non-refundable processing fee for resubmitting a CSP application – \$100.00 USD
- Non-refundable processing fee for current CSP Candidates submitting final application – \$187.50 USD

Form of Payment:

- Check # _____ enclosed and made payable to National Speakers Association.
Payments drawn on banks outside the United States must be made by International Money Order.

- AMEX Discover MasterCard VISA

Card number: _____

Expiration date: _____

Print name as it appears on card: _____

Cardholder's signature: _____

DEADLINE FOR SUBMISSION IS JANUARY 12, 2011.

Please submit completed forms and email supporting spreadsheets to sarah@nsaspeaker.org.



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FORM 3: Testimonials Listing Form

This information is used to show which client corresponds to the testimonial submitted. Complete this form listing the full name of the client and the corresponding presentation number(s). Include this list with your application.

Your Name: _____

Testimonials

	Name of Client	Corresponding Presentation Number(s) from presentation spreadsheet
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

Note: Please add additional rows if needed.



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FORM 4: Professional Education

Your Name: _____

Credits may be earned through the following options:

1. Attend NSA Conventions, Workshops, Winter Meetings, Conferences, Labs and/or Educational Retreats;
2. Attend GSF Conventions, Global Speakers Summits (GSS) and/or other GSF educational events;
3. View NSA University Webinars and/or Virtual 2010 NSA Convention simulcasts;
4. Chapter or Global Speakers Network (GSN) membership and/or attend Chapter educational events;
5. Listen to and summarize knowledge gained from NSA VOEs or meetings recordings.

The minimum number of credits required is 32.

Option 1:

Attend NSA Conventions, Workshops, Winter Meetings, Conferences, Labs and/or Educational Retreats

Use the following list to indicate your attendance at NSA Conventions, Workshops, Winter Meetings, Conferences, Labs and/or Educational Retreats. Please indicate whether you were a full or daily registrant. (Daily registrants are those not registered for all meeting days.) Credit varies based on full or daily registration. Daily registrants earn two (2) credits per day.

Full	Daily	2005	Full	Daily	2008
<input type="checkbox"/> 12		Educational Retreat – Cancun, Mexico	<input type="checkbox"/> 6	<input type="checkbox"/> 2	Winter Meeting – San Francisco, CA
<input type="checkbox"/> 4	<input type="checkbox"/> 2	Workshop – Burbank, CA	<input type="checkbox"/> 4	<input type="checkbox"/> 2	Presenting & Performance Lab – Las Vegas, NV
<input type="checkbox"/> 4	<input type="checkbox"/> 2	Humor Skills Lab – Tempe, AZ	<input type="checkbox"/> 4	<input type="checkbox"/> 2	Branding & Promotion Lab – Cambridge, MA
<input type="checkbox"/> 8	<input type="checkbox"/> 2	Convention – Atlanta, GA	<input type="checkbox"/> 8	<input type="checkbox"/> 2	Convention – New York, NY
<input type="checkbox"/> 4	<input type="checkbox"/> 2	Marketing Mix Lab – Tempe, AZ	<input type="checkbox"/> 6	<input type="checkbox"/> 2	Fall Conference – Phoenix, AZ
Full	Daily	2006	Full	Daily	2009
<input type="checkbox"/> 12		Educational Retreat – Tucson, AZ	<input type="checkbox"/> 6	<input type="checkbox"/> 2	Winter Conference – Orlando, FL
<input type="checkbox"/> 4	<input type="checkbox"/> 2	Workshop – Washington, D.C.	<input type="checkbox"/> 8	<input type="checkbox"/> 2	Convention – Phoenix, AZ
<input type="checkbox"/> 4	<input type="checkbox"/> 2	Coaching Lab – Tempe, AZ	<input type="checkbox"/> 6	<input type="checkbox"/> 2	Fall Conference – Phoenix, AZ
<input type="checkbox"/> 8	<input type="checkbox"/> 2	Convention – Orlando, FL			
<input type="checkbox"/> 4	<input type="checkbox"/> 2	Enterprise Lab – Tempe, AZ			
Full	Daily	2007	Full	Daily	2010
<input type="checkbox"/> 12		Educational Retreat – Marco Island, FL	<input type="checkbox"/> 6	<input type="checkbox"/> 2	Winter Conference – Nashville, TN
<input type="checkbox"/> 4	<input type="checkbox"/> 2	Workshop – Denver, CO	<input type="checkbox"/> 8	<input type="checkbox"/> 2	Convention – Orlando, FL
<input type="checkbox"/> 8	<input type="checkbox"/> 2	Convention – San Diego, CA			
<input type="checkbox"/> 4	<input type="checkbox"/> 2	Technology Lab – Seattle, WA			
<input type="checkbox"/> 4	<input type="checkbox"/> 2	Product Development Lab – New Orleans, LA			

Option 1 total credits: _____

Option 2:

Attend GSF Conventions, Global Speakers Summits and/or other GSF educational events

Applicants may count four (4) credits per GSF Convention and/or Global Speakers Summit attended as a full registrant (16 credits maximum).

Applicants may count .25 credit per event for attendance at other GSF educational events (4 credits maximum).

List events attended on GSF Events Listing Form (Form 5). Include proof of registration and receipt of attendance.

Option 2 total credits: _____



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FORM 4a: **Professional Education (continued)**

Your Name: _____

Option 3:

View NSA University Webinars and/or Virtual 2010 NSA Convention simulcasts

Applicants may count .50 credit per NSA University Webinar viewed (4 credits maximum).

Applicants may count .25 credit per session viewed of the Virtual 2010 NSA Convention simulcasts (2.5 credits maximum).

List events viewed on Virtual Education Listing Form (Form 6).

Include proof of registration and statement of participation.

Option 3 total credits: _____

Option 4:

Chapter or Global Speakers Network (GSN) Membership

List the year(s) of Chapter or GSN membership and count one (1) credit for each year, up to four (4) credits.

Members outside the continental U.S. may count two (2) credits for each year, up to eight (8) credits.

Include a letter from your Chapter or GSN indicating your year(s) of membership.

Chapter member Global Speakers Network member

If Chapter member, name of Chapter: _____

Year(s) of membership: _____

Option 4 total credits: _____

Option 5:

Listen to and summarize knowledge gained from NSA VOEs or meetings audio- and/or videocassettes/CDs

Credit is earned by providing a written summary demonstrating knowledge gained from NSA VOEs or meeting audio- and/or videocassette/CD recordings. The summary must directly relate to one (1) of the professional competencies and be submitted on the Recording Summary Form (Form 7). Four (4) summaries of four (4) CDs equal one credit. You may submit up to a maximum of eight (8) summaries of eight (8) CDs for two (2) credits. Members outside the continental U.S. may earn up to six (6) credits for 24 summaries of 24 CDs. List number of summaries submitted and education credits earned.

Total summaries submitted: _____

Option 5 total credits : _____

TOTAL EDUCATION CREDITS EARNED*: _____

*Add total credits earned from Option 1, Option 2, Option 3, Option 4 and Option 5.



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FORM 6: Virtual Education Listing Form

Use the following lists to indicate the NSA University Webinars and/or Virtual 2010 NSA Convention simulcast sessions viewed. Please provide the following information:

Your Name: _____

NSA University Webinar – Title	Date (Month/Year)	Credits earned
		<input type="checkbox"/> .50
		<input type="checkbox"/> .50
		<input type="checkbox"/> .50
		<input type="checkbox"/> .50
		<input type="checkbox"/> .50
		<input type="checkbox"/> .50
		<input type="checkbox"/> .50
		<input type="checkbox"/> .50

*4 credits maximum

Virtual 2010 NSA Convention Simulcast Sessions		Credits earned
<input type="checkbox"/>	The Power of a Dream	<input type="checkbox"/> .25
<input type="checkbox"/>	The Tale of Two Brains	<input type="checkbox"/> .25
<input type="checkbox"/>	Imagine...Who Needs Legs When You Have Wings?	<input type="checkbox"/> .25
<input type="checkbox"/>	Imagine...Speaking as Though to an Audience of One	<input type="checkbox"/> .25
<input type="checkbox"/>	Letters from Einstein: Your Equation for Change	<input type="checkbox"/> .25
<input type="checkbox"/>	Don't Eat the Marshmallow Yet: One Idea, One Bestseller	<input type="checkbox"/> .25
<input type="checkbox"/>	The Art of Turning a Good Story into a Great Story	<input type="checkbox"/> .25
<input type="checkbox"/>	7-Star Service: What Rating Do You Get as a Speaker?	<input type="checkbox"/> .25
<input type="checkbox"/>	Addictions, Failures & Solutions: Confessions of a Retired Professional Speaker	<input type="checkbox"/> .25
<input type="checkbox"/>	Being Seriously Humorous...Keeping Them Laughing so They Get the Message	<input type="checkbox"/> .25

*2.5 credits maximum

***Include proof of registration and statement of participation for each virtual event listed.**



National Speakers Association
2011 Application Forms
Certified Speaking Professional
(CSP) Designation

FORM 7: Recording Summary Form

Credit is earned by providing a written summary demonstrating knowledge gained from NSA VOEs or meetings audio- and/or videocassettes/CDs. The summary must directly relate to one (1) of the professional competencies and follow the format as described below. Four (4) summaries of four (4) CDs equal one (1) credit. You may submit up to a maximum of eight (8) summaries of eight (8) CDs for two (2) credits. Members outside the continental U.S. may earn up to six (6) credits for 24 summaries of 24 CDs.

Duplicate this page creating a new page for each summary. Please provide the following information:

Your Name: _____

Title of recording (cassette, video, CD): _____

Competency presented in recording : Enterprise Eloquence Expertise Ethics

Summarize the recording. Include in your summary at least four (4) ideas suggested in the recording to enhance or improve your knowledge of the competency presented.

*Include your summaries with your CSP application.

