



Continuing Education Policies and Guidelines for Professional Level Certifications; CWSP, CWDP and CWAP

Overview

CWNP offers an optional Continuing Education (CE) component for our professional level certifications; CWSP, CWDP and CWAP. It is important to note that there is no change to the existing program. The three-year testing component is still in place. The new CE option is for those professionals that prefer continuing education to periodic testing. This CE program does not apply to the CWNE designation, as they have their own requirements.

To participate in the CE option you must declare it within one year of obtaining a professional level certification; CWSP, CWDP or CWAP. To declare this option you must complete eight hours of documented CE related to that certification and pay the annual renewal fee. Note that two of the eight CE hours must include passing the annual CE eLearning for the certification.

To declare the CE option you must log into your CWNP account and select the Continuing Education option after your professional level certification. Once the CE option is declared you may not revert back to the 3-year testing cycle. CE must be reported each year by the certification anniversary date to continue. Failure to report CE by the anniversary date will result in an expired certification. Once a certification is expired you must pass the current exam to reinstate. CWNP will take reasonable efforts to remind you of renewal dates. Please ensure the contact information in your CWNP account is up to date. No refunds will be provided.

CWSP, CWDP and CWAP professionals can earn CE for a variety of educational opportunities, many of which are inexpensive or no cost. This may include engaging in training and unique projects and activities in their workplace that require them to expand their Wi-Fi knowledge base and/or skill set. CWNP strives to make documenting CE as simple as possible. Please log into your account at CWNP.com and follow the instructions to upload CE documentation. For questions please contact CWNP at support@CWNP.com or call 866-438-2963.

General Requirements

To maintain their certification, CWSP, CWDP and CWAP professionals that declare the CE option are required to earn and report a minimum of amount of CE every year. CE is measured in hours of study or classroom training. Self-study can be easily documented by passing a wireless networking exam. Table 1 shows a listing of acceptable continuing education and the hours allowed. Note that some amounts exceed the requirement as we have chosen to be consistent with the values used for the CWNE

certification CE requirement. For CE items not listed in Table 1, CWNP will approve CE hours based on the documentation provided.

Required Continuing Education

Each year a CWSP, CWDP or CWAP professional must report a minimum of eight (8) CE hours. The year begins on the date the designation was awarded or reinstated. Once eight (8) CE hours have been approved, no additional hours can be reported before the start of the next anniversary. CE hours are recorded by logging into your account at CWNP.com and entering the hours completed and uploading the supporting documentation. Documentation may also be provided via email to customer care@CWNP.com.

Before the expiration date is extended for one year a renewal fee of \$125.00 (US) must be paid. Failure to meet both the CE and renewal fee requirements before the anniversary date would result in the loss of the designation. If a designation has expired it can be reinstated within thirty (30) days by completing the original requirements. The reinstatement date will be backdated to the original renewal date. After thirty days the individual must pass the current exam to reinstate the designation. CWNP will try to remind the individual of renewal dates well in advance, but it is the responsibility of the individual to meet the renewal deadline.

Multiple designations. If an individual holds multiple CWNP professional level designations (i.e. CWSP and CWDP) they are treated separately. The individual must complete separate (and different) CE for each designation and pay a reinstatement fee for each designation. CWNP will provide a CE [webinar] and quiz for each professional level certification.

Example:

A person passed CWNA on 10 September 2017 and CWDP on 04 July 2018 they have until 03 July 2019 to declare the CE option, complete eight hours of CE and pay the renewal fee for CWDP. Once they complete the CE requirements then their CWDP expiration date would be changed to 03 July 2020. If they do not report CWDP CE by 03 July 2020 then their CWDP designation would expire. Note that their CWNA certification would not change as that expiration remains 09 September 2020, unless it is extended with another professional level certification.

Table 1
(Provided for reference only)

Activity	CE Hours¹
Teaching a CWNP professional level course (CWSP, CWAP, CWDP)	25 ²
Teaching (or delivering) other wireless networking classes (or training).....	Apply ³
Attending professional wireless networking training.....	Hours attended
Managing extensive wireless project and deployment	Apply ⁴
Attending a wireless networking conference	Conference hours ⁵
Attending a wireless networking session at an IT conference	Session hours ⁵
CCIE wireless certification	50 ⁶
CCNP wireless certification	15 ⁶
CWNA® certification	None
CCNA wireless certification	None
GAWN certification	15 ⁶
OWSE certification	15 ⁶
OWSA certification.....	15 ⁶
OSWISP certification	15 ⁶
WIC Engineer (iNARTE) certification	15 ⁶
Other wireless training opportunities.....	TBD ⁷

¹ Only eight (8) hours of Continuing Education (CE) are required each year. Amounts greater than eight hours are provided to show consistency with the CWNE® CE program.

² Must be a current CWNT® professional. Each class number can only count once. For example, if you teach the class for CWSP exam CWSP-205, you have to wait for the next version before you can submit for CWSP again. To be clear, you can submit the same class twice in a cycle as long as it has been updated for a new exam.

³ It is highly recommended that you get preapproval for CE hours before the class begins by submitting a copy of the curriculum to customercare@CWNP.com.

⁴ Wireless projects can earn CE hours by submitting a project plan and stating specifically what you did to accomplish the project along with one reference that can verify your hours work.

⁵ Submit conference schedule and registration receipt for credit after attending the conference.

⁶ Effective date is the date on your certificate and can only be counted once. Any CE to renew that other certification may also count towards your CWNP CE requirement.

⁷ Please submit additional opportunities by logging into your CWNP account and clicking on the “Continuing Education Credits” link.