

Application for CSSsm Candidacy

Name: _____ SS#: _____
Title: _____ Company Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Office Phone: _____ Fax: _____
E-mail: _____
Sponsoring RMP®/MPM® Name: _____

All of the information contained in this application is accurate and complete.

Applicant Signature: _____ Date: _____

Payment Method:

I have enclosed a check for \$95. Check# _____ Check Date _____

Please charge my credit card in the amount of \$95.

MasterCard Visa Amex Discover

Card#: _____ Exp: _____

Name on Card: _____

Cardholder Address: _____

City/State/Zip: _____

Signature: _____

(I authorize NARPM to charge my credit card)

You will receive a candidacy checklist within 30 days of receipt of application.

Application fees are non-refundable.

Send completed application to:



NARPM Headquarters
638 Independence Parkway, Suite 100
Chesapeake, VA 23320

info@narpm.org
www.narpm.org



National Association of Residential Property Managers
info@narpm.org
www.narpm.org



Certified
Support Specialist
Designation
CSSsm



National Association of Residential Property Managers



The Benefits of NARPM Certification

NARPM is the residential management industry's key source for education and professional networking. The sharing of knowledge and experience is one of our greatest attractions to property managers and property management staffs across the country.

- Designations build confidence and show credibility.
- Training is industry-specific.
- Class materials are provided by leading experts in the Residential Real Estate profession.
- Lower company liability by focusing on the NARPM Code of Ethics.
- Save company dollars by enrolling in online courses.
- Designations are a great way to recognize staff accomplishments.

CSSsm - The Designation for Support Staff Members

The Certified Support Specialist (CSSsm) designation is the first NARPM program created especially for Support Staff members.

REALIZE YOUR DREAMS

A designation demonstrates that you are dedicated to your career and are an experienced professional.

Becoming more involved with NARPM gives you the opportunity to build relationships with people who do what you do and understand the same challenges you face. In networking with others, a goldmine of shared knowledge and experience will set you apart from others in your profession.

Be recognized as a leader among your peers and increase job security and earnings potential.

EASY AND FUN

Earning a CSSsm designation requires commitment, but the candidacy process is simple.

Candidacy is self-managed and uses an easy checklist format. Assistance is available from any NARPM designee or from the national NARPM Certification Committee.

Completing the requirements is a fun way to get involved and form lasting friendships with others in your line of work.

Attendance at a NARPM national event is no longer a challenge when it comes to experiencing the benefits of NARPM!

The CSSsm program brings resources to you! Courses are presented online to work with your schedule.

VALUABLE LEARNING...FOR TODAY & THE FUTURE

The skills and knowledge learned through the CSSsm courses have great value to you and your supervisors.

What you learn as you earn the Certified Support Specialist designation can be used in your present position and in whatever career track that you pursue in the future.

KNOWLEDGE MAKES THE DIFFERENCE
START YOUR CSSsm CANDIDACY TODAY!

CSSsm Requirements

1. Submission of application and \$95 fee. Candidacy must be completed within two (2) years.
2. Verification that candidate is a NARPM Support Staff member in good standing. Membership dues must be current and no pending grievances against candidate.
3. A letter of recommendation from current employer or supervisor.
4. A letter of recommendation from a tenant, client, or professional peer.
5. Verification of employment with your sponsoring property management company. Minimum of one (1) year required.
6. Completion of the NARPM CSSsm Ethics course.
7. Completion of three NARPM CSSsm courses. Courses must be completed before the end of the candidacy period or within a 3-year period prior to your application for candidacy.
8. Electives totaling at least 25 points. Electives include:
 - attending the NARPM Annual Convention, the Leadership Symposium, a state or regional conference, and/or a local NARPM chapter meeting;
 - serving as an active committee member or performing a duty for a NARPM chapter;
 - submitting an original article that is published in the *Residential Resource* or a NARPM chapter newsletter; and/or
 - completing a service project for NARPM assigned by the Board of Directors or a national, regional, or state committee chair.

