Registering Certification Points On-line

• Log onto the ASAP website http://www.strategic-alliances.org and sign in using your member username and password (contact bward@strategic-alliances.org if you do not know your username or password)

• Click on the My Profile link in the Resources menu at the top of the page

• Click on Manage Profile in the My Profile menu on the right side of the page

• Scroll down and click on “professional development”

• Click on “Add entry”

• Complete the following * fields:

  - Is this entry for a certificate or program* – Yes
  - Certification Program* - from the drop choose “Certification Points”
  - Entry Date* - date of activity
  - Description* - (ex. 2015 ASAP summit attendance, published article in SAM Q1 2018)
  - Credits* - point value (ex. .25) terin
  - Credits expire* - enter 12/30/2099
  - Submit

Your point submission will automatically be sent to ASAP for approval.