



CUSP POINTS REQUEST FORM

Complete this form, then sign on the last page and send it with all required documents to Catherine@usoln.org or fax to 815-425-6305.

Name: _____ Certification Number: _____ Date: _____

Mailing Address: _____ City: _____

State/Province: _____ Zip/Postal Code: _____ Country: _____ Work Phone: _____

Alternate Phone: _____ Email Address: _____

CUSP Activity Category #1		Max Points/Yr	Description	Points Earned	
Continuing education credits		Unlimited	Safety-related education courses that are assigned CEUs	1 CEU = 4 CUSP points	
DOCUMENTATION REQUIRED – PROVIDE ONE OR MORE OF THE FOLLOWING: Registration confirmation email, agenda, certificate or card issued					
Date of training	Name of course or training	Training provided by		# CEUs earned	CUSP points requested
Total points requested for category #1					

CUSP Activity Category #2		Max Points/Yr	Description	Points Earned	
Other safety education		Unlimited	Participation in relevant safety-related education and seminars	Contact hours/10 x 4 = CUSP points	
DOCUMENTATION REQUIRED – PROVIDE ONE OR MORE OF THE FOLLOWING: Registration confirmation email, agenda, certificate or card issued					
Date of training	Name of course or training	Training provided by		# Contact hours*	CUSP points requested
Total points requested for category #2					

*A contact hour is equal to one hour of actual time spent in continuing education. Each contact hour must be under responsible sponsorship, capable direction and qualified instruction. Breaks, meals and other time spent outside the formal training cannot be counted as contact hours.

CUSP Activity Category #3		Max Points/Yr	Description	Points Earned	
College or university courses		Unlimited	Relevant safety or management courses	Max 2 CUSP points per credit hour	
DOCUMENTATION REQUIRED: Copy of transcript					
Date of course	Name of course or training	College or university		Credit hours earned	CUSP points requested
Total points requested for category #3					

CUSP Activity Category #4		Max Points/Yr	Description	Points Earned
Achieving relevant new certifications		Unlimited	Must be safety-related	Max 30 CUSP points per certificate
DOCUMENTATION REQUIRED: Copy of certificate, letter or card awarded				
Date certificate awarded	Name of certificate	Certificate awarded by		CUSP points requested
Total points requested for category #4				

CUSP Activity Category #5		Max Points/Yr	Description	Points Earned	
Volunteer service to safety organization (other than your own company)		5 CUSP points	Examples: Service as an officer, board or committee member of a national safety organization; member of an editorial board; or member or chair of a conference organizing committee	Based on hours of volunteer service	
DOCUMENTATION REQUIRED: Letter, meeting minutes, published document or other confirmation of volunteer service					
Date of service	Name of safety organization	Volunteer service provided		Volunteer hours	CUSP points requested
Total points requested for category #5					

CUSP Activity Category #6		Max Points/Yr	Description	Points Earned	
Attending professional development conference Examples: EEI Occupational Health & Safety Conference, SWESE, IUOTA, NSC Congress & Expo, ASSE, Lineman's Rodeo Safety Conference		Unlimited	Must have safety-related content	iP Utility Safety Conference & Expo = 20 CUSP points Others = Max 10 points (Points based on contact hours and content relevance)	
DOCUMENTATION REQUIRED: Copy of registration, confirmation email or letter, agenda or other confirmation of attendance					
Date of conference	Name of conference	Conference description		# Contact hours*	CUSP points requested
Total points requested for category #6					

*A contact hour is equal to one hour of actual time spent in continuing education. Each contact hour must be under responsible sponsorship, capable direction and qualified instruction. Breaks, meals and other time spent outside the formal training cannot be counted as contact hours.

CUSP Activity Category #7		Max Points/Yr	Description	Points Earned	
Publications/presentations		5 CUSP points	Must be safety-related	Up to 5 CUSP points per activity	
DOCUMENTATION REQUIRED: Copy of publication or presentation					
Date of publication/presentation	Title of publication/presentation	Name of magazine, book or conference		CUSP points requested	
Total points requested for category #7					

CUSP Activity Category #8		Max Points/Yr	Description	Points Earned
Planning and facilitating safety meetings		5 CUSP points	Must be a minimum of 6 meetings per year	Up to 5 CUSP points
DOCUMENTATION REQUIRED: Copy of meeting agendas, minutes or sign-in sheets				
Date of meeting	Name of organization	Description of meeting	# Meetings held	CUSP points requested
Total points requested for category #8				

CUSP Activity Category #9		Max Points/Yr	Description	Points Earned
Company Voluntary Protection Program (VPP) certification		10 CUSP points	An OSHA Cooperative Program	Certification = 10 CUSP points Recertification = 5 CUSP points
DOCUMENTATION REQUIRED: Copy of letter or certificate confirming new certification				
Date certificate awarded	Name of certificate	Certificate awarded by		CUSP points requested
Total points requested for category #9				

Summary

Category number and description	Number of CUSP points requested
1. Continuing education credits	
2. Other safety education	
3. College or university courses	
4. Achieving relevant new certifications	
5. Volunteer service to safety organization	
6. Attending professional development conference	
7. Publications/presentations	
8. Planning and facilitating safety meetings	
9. Company VPP certification	
Total combined CUSP points requested	

I certify that I have completed the professional development activities above and that this information submitted to request CUSP points toward recertification of my CUSP credential is true. I understand that my failure to provide accurate and complete information may result in the denial of my request to recertify my CUSP credential.

SIGNATURE: _____ **DATE:** _____