

APSWI NAPSA Certificate Program Checklist

FY 2018-19 NAPSA Certificate Program Checklist

1. Register for NAPSA Certificate Program (registration spreadsheet)	
2. Fill out NAPSA Application	
3. Download training transcripts and certificates of completion	
4. Obtain employment verification from supervisor	
5. Scan and submit all documentation to APSWI-NAPSA Certificate Coordinator (apstraining@sdsu.edu)	
6. Receive verification from NAPSA Certificate Coordinator with instructions on what training needs to be completed	
7. Complete all training to fulfill NAPSA 23 Core Competency Areas	
8. Resubmit training transcripts and certificates of completion to NAPSA Certificate Coordinator	

For detailed steps on completing the NAPSA Certificate, please visit:
<https://theacademy.sdsu.edu/programs/apswi/napsa-certificate-program/>