

CMAC CERTIFICATION CREDIT ALLOCATION

*See *CMAA Certification Guide* for questions.

Legend:

NE = National Education BE = Branch Education OE = Other Education AA = Association Activity

ACTIVITY	NO. OF CREDITS	COMMENTS
EDUCATION CREDITS		
National Conference or National Food & Beverage Management Conferences	1 NE per hour .5 NE education credits for each half hour	No rounding down. Must complete survey to show attendance. <i>Note: National Food & Beverage Management Conferences do not count as one of those required for CCM petitioning.</i>
CMI Workshops	6 NE 1 CMI	Must have passed exam with 70% for it to be counted as one of the CMI courses required for petitioning. NE Credits are awarded regardless of passing. Recorded as a National event even if hosted by a Branch.
Governance Summit	4 NE	Participants must attend the full length of the workshop.
CMAA Conferences (World Conference, Mid-Managers Conference)	1 NE per hour of education	CMAA uses CMI credits – equivalent to CMAC National Education credits. <i>Note: Mid-Managers Conferences do not count as one of those required for CCM petitioning.</i>
Regional Seminars (normally 2 days)	2 AA + 1 NE per hour of education	Education credit depends on confirmed length of seminar.
Branch Education	1 BE per hour	Based on branch attendance report submitted annually. Round down for each portion of hour.
BMI Courses	30 NE for those hosted by CMAC 30 OE for those hosted by CMAA	
CMAC Webinars	2 AA	AA credits awarded if participating on own or as part of a club session. No credits for listening to recorded versions of webinar.

ACTIVITY	NO. OF CREDITS	COMMENTS
Full attendance at non-hospitality program (undergraduate – accredited college or university)	20 OE per academic year	Transcripts required.
Full attendance at hospitality program (undergraduate – accredited college or university)	35 OE per academic year	Transcripts required.
Degree attained at either of above	10 OE per degree	Copy of degree/diploma required.
Part-time enrollment in individual college course	1 OE per 3 college credits	Curriculum and transcripts required.
Graduate level course at university in non-hospitality program (e.g. MBA)	30 OE per academic year + 10 for degree earned	Based on 10-12 graduate semester hours = 1 course.
Graduate level work at university in hospitality program	45 OE per academic year + 10 for degree earned	Based on 10-12 graduate semester hours = 1 course.
Teaching entire college courses	4 OE per semester credit hour	Proof required along with course outline.
Allied Association Courses (NGCOA, CPGA, CGSA)	1 OE per hour	Maximum of 10 credits per 7-day period. Copy of program and Allied Association Credit Petition form to be completed by organization required.
International Sommelier Guild	1 OE per hour	Copy of program and proof of completion required.
Certificates earned through other organizations	10 OE	Must be hospitality related. Includes CPA, PGA, FPCM, CHA, and Sommelier.

ASSOCIATION ACTIVITY CREDITS	NO. OF CREDITS	COMMENTS
CMAC Membership	2 AA per year	
Branch Business Meeting	1 AA per meeting	Branch submits attendance annually. Does not include social events such as golf tournaments dinners.
CMAC National Conference	10 AA	Full registration excluding AGM.
CMAC Annual General Meeting	2 AA	See individual conference attendance reports for confirmation of attendance at AGM.
CMAC National F&B Conference Registration	4 AA	Full conference registration
CMAA Conference: Full Conference Registration Opening Business Session and Closing Business Sessions	12 AA 2 AA each	"Education Only" conference registration entitled to 8 AA only.
Branch Volunteers: President Vice President Secretary and/or Treasurer Board Director Committee Chair Committee Member	AA (per year) 8 4 4 4 4 2	Based on communication from branch administration.
National Volunteers: President Vice President National Director National Committee Chair National Committee Member Secretary Treasurer National Conference Committee Chair	AA (per year) 15 15 10 4 2 15 10	Based on national committee membership.
Published Article	2 AA per article	Minimum 750 words per article.
Featured Speaker	2 AA	Per engagement. Includes hosting Connect Calls and presenting at Rapid Fire sessions.
Idea Fair at National Conference	1 AA per entry (max 10)	1 additional AA per winning entry.