



What's a Snippet? Glad you asked! A Snippet is short article about meetings or parliamentary procedure. New snippets are released on the first day of every month at www.agreatmeeting.com.



Snippet #105
Parliamentarian Credentials

What is a “Registered” or “Certified” Parliamentarian?

There are two associations in the United States who offer certifications in the field of parliamentary procedure: the American Institute of Parliamentarians (AIP) and the National Association of Parliamentarians (NAP). Following are the requirements for attaining these certifications:

| <u>Designation</u> | <u>From</u> | <u>Requirements</u> |
|---|-------------|---|
| Basic member | NAP | <ul style="list-style-type: none"> Pass a 100 question true/false and multiple choice examination. The questions are taken from a set of 300 questions that can be downloaded from the NAP website. Based on the first two-thirds of <i>Robert's Rules of Order Newly Revised in Brief (RONRIB)</i>. |
| Registered Parliamentarian (RP) | NAP | <ul style="list-style-type: none"> Pass a five part written examination. Part 1 consists of an open book research exercise. Parts 2, 3 and 4 consist of 300 multiple choice questions based on RONR and drawn from a set of 1200 questions available from NAP. |
| Professional Registered Parliamentarian (PRP) | NAP | <ul style="list-style-type: none"> Pass a three day course, including pre and post course work based on RONR and successfully demonstrating competency in the following areas: <ul style="list-style-type: none"> • serving as a professional parliamentarian or professional presider at conventions and meetings; • working with an organization's governing documents; • engaging in parliamentary research and writing opinions; • serving as an instructor; and • applying the ethical and business practices of a professional parliamentarian. |
| Basic member | AIP | <ul style="list-style-type: none"> There is no membership examination required for AIP membership. All credentials are awarded after review and vote by the AIP board of directors. |
| Certified Parliamentarian | AIP | <ul style="list-style-type: none"> Pass a four part examination with a grade of 80 or above. The written examination contains multiple choice, short answer and essay questions on parliamentary procedures covered in <i>Robert's Rules of Order Newly Revised</i>, <i>The Standard Code of Parliamentary Procedure</i>, and <i>Cannon's Concise Guide to Rules of Order</i>. Earn 20 service points in areas such as parliamentary education, service to AIP, and professional services. |
| Certified Professional Parliamentarian (CPP) | AIP | <ul style="list-style-type: none"> Pass a two part oral examination with a grade of 90 or above. The oral examination covers the current editions of <i>Robert's Rules of Order Newly Revised</i>, <i>AIP Standard Code of Parliamentary Procedure</i>, <i>Cannon's Concise Guide to Rules of Order</i>, and <i>Parliamentary Opinions II</i>. Additional suggested readings are: <i>Parliamentary Law</i>, <i>Parliamentary Opinions I</i>, <i>Demeter's Manual of Parliamentary Law and Procedure</i>, and <i>Riddick's Rules of Procedure</i>. Part 1 consists of answering questions for 30-45 minutes to demonstrate knowledge of parliamentary theory and the ability to apply, compare, and contrast diverse approaches to procedural dilemmas. Part 2 consists of presiding over a mock meeting for 30-45 minutes to demonstrate competency in real-time handling of meeting situations. Earn an additional 30 service points beyond those earned for CP. |
| Teacher (-T) | AIP | <ul style="list-style-type: none"> CP and CPP members may earn the right to use the -T credential upon successful completion of a teacher course and documenting additional teaching experience. |