



June 24, 2005

TO: ALA-APA Council  
FROM: Certification Program Committee  
RE: Certification Program Guidelines and Process

The mission of the ALA-APA Certification Program is to certify that individuals have reached a defined level of competency in an area of specialization in the library field.

The Certification Program Committee (CPC) was established by action of the ALA-APA Board of Directors (2003-2004 APABD#12.4, 2003-2004 APACD #5.1) and charged to:

*(1) encourage and promote development of certification programs, (2) monitor and evaluate the progress of such programs, (3) encourage individuals to seek certification through such programs of the ALA-APA, and (4) make recommendations to the ALA-APA Board of Directors for general improvements to ALA-APA certification, based on evaluations and trends in certification practice.*

The following documents have been developed by the CPC to provide an overall structure for every certification program as it is developed:

- Certification Program Guidelines (A)
- Certification Path (B)
- Certification Program Development Process (C)
- Appeal Process for Providers and Applicants (D)
- Re-Certification (E)

These documents are provided to the ALA-APA Council for information. Embedded within these documents, however, are two items that the Committee would like to bring to ALA-APA Council for approval.

**Action Item #1:**

All ALA-APA certification programs will be guided by the following principles:

- Access will be equitable and nondiscriminatory.
- ALA member-generated needs will guide program development.
- ALA Divisions will initiate certification programs.
- An open-provider model will be followed, with use of multiple providers.
- A rich variety of venues will be used for content delivery.
- ALA-APA will not be involved in revocation of certification for violation of professional ethics.

**Action Item #2:**

Certification programs will include an appeal process for providers and applicants. All appeals, along with all documentation, will be forwarded to the ALA-APA Certification Program Committee for review and action. Decisions of the CPC may be appealed to the ALA-APA Board of Directors, whose decision is final.