

## CSP<sup>®</sup> FAQs 2019

### 1. How can I submit questions prior to applying?

Most questions can be answered by reviewing the application process on this page, the **FAQs**, and the attachments: [How to Earn Your CSP](#), and the [Applicant Self-Checklist](#). To document your application process, submit any remaining questions by email.

### 2. When can I apply?

Applications can be submitted beginning September 3, 2018, when the online application becomes available. Applications are due no later than Monday, January 14, 2019, by 11:59 p.m. PST. No exceptions will be granted (Page 16 How to Earn Your CSP).

### 3. What does an application consist of?

- Payment
- [Application](#)
- Supporting documents
  - [Presentation Spreadsheet](#)
  - Employer Letter(s) of Verification (for presentations made as a salaried/contracted employee)
  - Additional documentation for self-sponsored events, such as marketing collateral
- Additional written business model clarification, as necessary or requested

### 4. How much does it cost?

The 2019 non-refundable application fee is \$375. The resubmission fee is \$100 (Page 8 How to Earn Your CSP).

### 5. How do I pay the fee?

Click Application fee link when you're ready to submit your application. Your application will be reviewed once payment is received.

### 6. If I have had a membership lapse within the last 12 months, do I qualify to apply?

No. Twelve months of continuous membership in the National Speakers Association or a Global Speakers Federation's member associations is required (Page 8 How to Earn Your CSP).

### 7. If my application is incomplete or doesn't meet requirements, can I resubmit?

Once your application has been submitted, it cannot be edited or re-submitted in the same application year.

**8. I have not attended a live NSA or GSF event in the past 10 years. Does a recording purchase count?**

No. In-person attendance at one live NSA or GSF national event [within the last 10 years] is an application requirement (Page 8 How to Earn Your CSP).

**9. I purchased and listened to required session recordings two years ago. Does that count?**

No. Applicants must also attend or listen to the audio recordings of the three required CSP educational sessions: How to Earn Your CSP, Professional Competencies, and Business Ethics presented by CSP Committee members. These sessions can be attended live at an Influence meeting or virtually. Listening to the audio recording of the **most recent audio versions** of the CSP Tract sessions satisfies this requirement if proof of purchase is included in your application (Page 8 How to Earn Your CSP).

**10. Is there a minimum length for presentations?**

Presentations must be 30 minutes in length (Page 10 How to Earn Your CSP).

**11. For what years can I include presentations?**

Documenting a total of 250 paid presentations is critical for demonstrating professional competence. To meet the presentation count, a 10-year span from 2009-2018 may be used (Page 10 How to Earn Your CSP).

**12. Do presentations qualify if they were made when I wasn't a member of either NSA or a GSF association?**

Presentations made as a non-member qualify if they fit within the qualifying date range, prior to the required membership period (Page 10 How to Earn Your CSP).

**13. What is the minimum required audience for a qualifying presentation?**

At least 75 percent of presentations must be given to audiences of 15 or more; the other 25 percent may be to audiences with a minimum of 3 people (Page 10 How to Earn Your CSP).

**14. Are webinars and podcasts considered qualifying presentations?**

At least 75 percent of presentations must be given to live, in-person audiences; 25 percent may be live, virtual presentations (Page 10 How to Earn Your CSP).

**15. Do recorded webinars qualify?**

At least 75 percent of presentations must be given to live, in person audiences; 25 percent may be live virtual presentations (Page 10 How to Earn Your CSP).

**16. Will \$50,000 annual average income for five years fulfill all my application requirements?**

No. In addition to listing a minimum of 250 paid presentations, show income of \$50,000 per year for at least five of the eligible years (not an average) (Page 10 How to Earn Your CSP).

**17. Once I meet both requirements of 250 qualifying paid presentations and annual presentation income of \$50,000 or more for five separate qualifying years, do I still have to list 10 years of presentations?**

A speaker may meet the requirements of presentation count and income in five years. Some speakers may need to use up to 10 years to document presentation count. All 10 years used must be documented in terms of income (Page 14 How to Earn Your CSP).

**18. Do product sales at a presentation count as speaking income?**

Regardless of the business income model adopted by a speaker, same-day sales of products and services count toward the calculation of income for a presentation (Page 15 How to Earn Your CSP).

**19. Do presentations I sponsor myself count?**

To show income earned from self-sponsored presentations, use the total gross income from the presentation admission price and/or same-day sales of products and services. Include print or digital promotional items such as flyers, screen shots, or brochures as supporting documentation. These materials must include the date of the event, your name as presenter, the topic of the presentation, and the cost to the attendee (Page 15 How to Earn Your CSP).

**20. Do my speaking engagements as a salaried or contracted employee qualify?**

Speakers who are salaried or contracted employees must document fees by using the percentage of their gross annual salary dedicated to live presenting divided by the number of presentations given per each of the qualifying years. For example, as a professor, if you have \$100,000 annual salary and spend 50 percent of your time on stage during the given year, \$50,000 can be applied toward your application. If during that year, you delivered 100 presentations, you would show each presentation had a “fee paid” or income earned of \$500 (Page 15 - 16 How to Earn Your CSP).

**21. As a salaried/contracted applicant, can time spent developing content for live presentations qualify as paid presenting?**

No, For salaried and all other applicants, earnings can only be calculated for the percentage of time spent presenting to live audiences.

**22. Do I need additional documentation as a salaried applicant?**

Salaried or contracted speakers must provide an Employer Verification letter from an immediate supervisor on company letterhead that verifies the applicant's:

- Position with the company
- Years of employment for each of the qualifying years included in the Presentation Spreadsheet
- Gross salary for each of the qualifying years included in the Presentation Spreadsheet
- Percentage of the employee's time dedicated to live presenting in front of live audience; research, travel, and other preparation time do not count toward this percentage (Page 16 How to Earn Your CSP)

**23. Can my staff or someone else complete my application on my behalf?**

Content and accuracy of your application are solely the applicant's responsibility.

**24. Do evaluations from all my clients qualify, even if they're not listed on my application material?**

Contact names on your returned client evaluations must match client names listed on your application material.

**25. Is there a low-end limit to the fee paid for a qualifying presentation?**

Unpaid or very low-paid presentations do not qualify. Fees must be consistent with your usual fee (Page 10 How to Earn Your CSP). Qualifying presentations show fees that are consistent or increasing as a sign of professional growth. Including low fees (e.g. less than \$100) calls into question a speaker's presentation count for purposes of the CSP application (Page 14 How to Earn Your CSP).

**26. I'm an international presenter and I'm not paid in U.S. dollars. How should I show this?**

Add a column to the spreadsheet next to U.S. Dollars to show your earnings in the currency paid. Income is not to be converted to U.S. dollars [on the presentation spreadsheet] (Page 16 How to Earn Your CSP).

**27. What is the required video length?**

Videos can be rough and unedited. They must be 45 to 60 minutes in length, or an excerpt from a longer presentation. Long introductions of you as the speaker do not count toward this 45-minute minimum (Page 12 How to Earn Your CSP).

**28. Can I edit my video?**

Editing is not required and there are limits to the editing allowed (Page 12 How to Earn Your CSP).

**29. Am I guaranteed to have my video reviewed by the two CSPs I selected?**

No. Applicants have the option of indicating two preferred CSP reviewers. Availability of specific reviewers is not guaranteed. NSA provides the balance of required reviewers from a pool of peer volunteers to ensure four reviews are returned. Eligible picks must be current CSPs who are members in good standing of NSA or GSF Associations (Page 13 How to Earn Your CSP).

**30. I'm an international applicant and my best presentation is in another language. Can I use this?**

Non-English speakers must provide a written transcript in English of the audio track. Videos will be reviewed by speakers of your language when possible (Page 13 How to Earn Your CSP).

**31. How important is my video submission?**

Your video represents your best work. Stick to your lane. If you are a keynoter, submit a video of your keynote. If you are a trainer, submit a training session. Videos that do not successfully demonstrate platform skills, expertise, or ethics are the most frequent reason for application denial (Page 12 How to Earn Your CSP).