

AMP POINT REFERENCE GUIDE

- points awarded for professional development activities - at least 10 points must come from AMP events (even for advisors who have a prorated points requirement) -

AMP Point Certification May 1 - April 30

ACTIVITY	POINTS	SUBMISSION REQUIRED
Present at a conference	3 points	Submit a copy of acceptance letter or conference program with your name listed within the Dynamic Point Submission Form
Attend a conference	1 point per 2 hours	Submit Conference Session Verification Form as an attachment within the Dynamic Point Submission Form
Academic Course – Student	1 point per credit hour	Submit a screenshot of unofficial transcript with final grade and credit hours earned within the Dynamic Point Submission Form Must show correlation to Academic Advising and/or professional development
Academic Course – Instructor	1 point per credit hour	Submit a screenshot of you as instructor and the number of credit hours of class taught within the Dynamic Point Submission Form
AMP Works	1 point per 2 hours	Sign in at event. Points will be determined based on the time length of the event. <i>*Facilitator receives 1 additional point.</i>
AMP Special Events	1 point per 2 hours	Sign up in advance and sign in at event. Points will be determined based on the time length of the event
AMP Connects	.5 pts	Sign in at event.
AMP Reads	1 point per 2 hours	Attend Zoom session for the full event. <i>Facilitator receives 1 additional point.</i>
AMP Creates	1 point	Sign in at event or complete online module.
Professional Webinar	1 point per 2 hours	Webinars may be done independently or hosted by AMP. Independent webinars must have a dynamic form submission. AMP hosted webinars will have a sign-in or registration process.
Professional Certification	3 points	Provide proof of certification.
Committee Participation	1 per committee	Complete Committee Dynamic form at the conclusion of committee work or before the AMP year ends for ongoing committee work <i>*Academic Appeals Committee does not qualify for committee points</i> <i>*Max 3 Committees/ Points</i>
Professional Publication	1-4 as determined by committee	Submit copy of publication and copy of publication requirements as an attachment within the Dynamic Point Submission Form
Degree Completion	3 points	Submit a copy of unofficial transcript with degree conferred confirmation and date as an attachment within the Dynamic Point Submission Form <i>*In lieu of final semester course submissions</i>

Individual Submissions that do not fit in an above category	determined by committee	Submit a Dynamic Point Submission Form with as many details and documentation as possible for the committee review. Be sure to discuss how the opportunity constitutes as advisor training and development and impacts practice.
---	-------------------------	--

**All AMP Point requests should be sent via the dynamic form link*

Effective for 2025-2026 • Edited: BRAAN Committee May 2025 • Reviewed: GG 5/29/2025