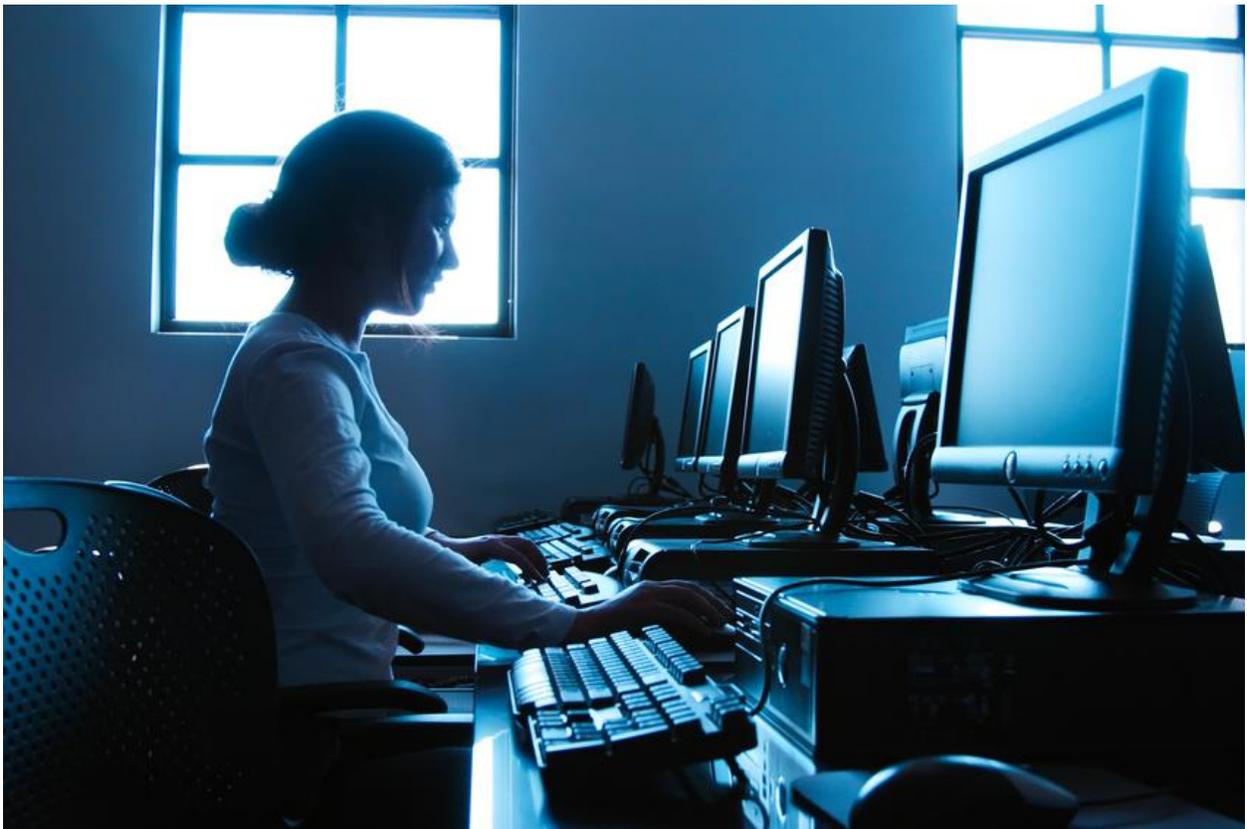




ASIS Certificate Program Application

PART 1: Analysis and Design



Application for ASIS Certificate Program

Table of Contents

Background	3
Certificate Program Committee Mission Statement	4
Considerations Before You Begin.....	5
PART 1: Analysis and Design	5
Step 1: Analysis	5
Step 2: Design.....	5
Part 2: Development, Implementation, and Evaluation	6
APPLICATION FORM.....	7
STEP 1: Analysis.....	7
STEP 2: Design	7

Application for ASIS Certificate Program

Background

ASIS International (ASIS) continues to advance standards for the future of security education. Internet knowledge comes in many forms, from Wikipedia overviews, to online college degrees. Access to information, along with technology-driven education, opens opportunities to millions of people pursuing careers. Students no longer seek education delivered in brick-and-mortar classrooms. Security education continues to grow in multiple directions.

ASIS International has launched Certificates of Completion for education programs and courses that meet excellence in security practices. ASIS International's Certificate Programs Committee with the endorsement of the ASIS Councils, ASIS Standards Commission, and ASIS Professional Certification Board has set forth this application process to validate programs against the highest standards in security. ASIS believes in building education programs constructed on security competencies that meet security needs—needs determined by workforce requirements.

Competencies delineate proficiency levels within a professional discipline. As ASIS moves to professionalize the security field, acceptable practices mature to *Standards*, self-identified experts are *board certified professionals*, and anecdote-founded practices give way to *research-grounded protocols*. Security education moves from sharing information to *evidence-based knowledge transfer*.

Why move to competency-based certificates?

- Competencies provide baselines for security education.
- Certificate programs are built on security-practice competencies with means to assess performance.
- Certificates are the evidence of knowledge transfer as defined by a set of competencies.
- ASIS audits Certificates to meet practice standards.

ASIS International, as the continuing leader in security, has the responsibility to protect the reliability and validity of security practice through security certificates. This new certificate program is the first step in elevating security education around the world.

Application for ASIS Certificate Program

Certificate Program Committee Mission Statement

The tasks for the committee are to develop a competency model for the industry, integrating ASIS education, Standards and Guidelines, and Certifications, and within the context of the model, to develop certificate programs, which cover the core competencies.

Security professionals would identify the ASIS brand with leading the industry by setting security-education standards.

To move the mission forward the members of the committee developed a mission statement with several goals.

Refine and further develop ASIS educational tools, courses, competencies, and standards to support a well-trained and prepared security practitioner by way of gap analysis and educational program development that will lead to entry level, mid-career, and advanced workforce opportunities.

- Align current and future Council educational opportunities with competency outcomes
- Assure consistent quality of delivery of ASIS International Education programs
- Assess and align current and future course offerings to insure they meet market needs
- Establish psychometric criteria for ASIS educational programs
- Identify the educational pathways to enter and progress in the security industry.
- Integrate ASIS Standards into educational offerings

Committee Members

Joe Gulinello, Certificate Program Committee Chair, immediate past Senior Council Vice President

Howard Belfor, CPP, Council Vice President

Steve Chupa, CPP, past president of ASIS International

Bonnie Michelman, CPP, past president of ASIS International

Cy Oatridge, CPP, member ASIS Foundation Board of Trustees

Phil Purpura, CPP, chair of Academic and Training Programs Council

Jeffrey A. Slotnick, CPP, PSP, immediate past chair of Physical Security Council

Nancy Slotnick, MBA HRM, SPHR, GPHR, member of ASIS Standards Technical Committee

Linda F. Florence, PhD, CPP, APC Certificate Project Director

Owen J. Monaghan, CPP, Professional Certification Board Chairman

Marc H. Siegel, Commissioner ASIS International Global Standards Initiative

Sue Carioti, Director, Standards & Guidelines, ASIS International

Kay Burgess, Director, Education Programs, ASIS International

Becky Mangan, CMP, Educational Programs Manager, ASIS International

Application for ASIS Certificate Program

Considerations Before You Begin

The ASIS International Certificate Program will use the analysis, design, develop, implement, evaluate or *ADDIE* model to build and review certificate programs. The model is an international standard for building quality education programs.

PART 1: Analysis and Design represents the first two components of the ADDIE model. The section immediately below contains comments that may assist with understanding of the application items starting on page 7.

PART 1: Analysis and Design

This application covers only Step 1 of the submission and evaluation process. You need only submit additional steps once the committee has accepted Step 1 application.

- Provide the general information in the table. The *Certificate Title* may be a working title.

Step 1: Analysis

- What security practice will this certificate address? How will this certificate address any current gap in this practice? List intended outcomes and explain how the intended outcomes align to the gap in the practice.
- Please describe the primary audience that will benefit by the certificate. Clearly state the level of education, any pre-requisites, and the intended learning outcomes the certificate addresses.
- Please specify how you determined the need for this certificate. Certificate must be unique from other certificates in the field. While certain course content may be repetitive across certificates, the certificate should uniquely address a specific security practice or security risk. Provide any evidence of research you have done to confirm that similar certificates do not exist, or provide rationale as to why this certificate addresses new practice concerns.

Step 2: Design

- Each certificate must have a stated measure of completion or requisite. Clearly state the knowledge, skill, or ability (KSA) a student must successfully demonstrate before receiving the certificate. Describe the KSA or *competency* and the level of performance that will be required to earn the certificate.
 - The Appendices with **Bloom's Taxonomy** may provide you with guidance in preparing this response. ASIS has provided the original terms from Bloom's Taxonomy of 1956, and the revised terms from 2001. Use the set that you find familiar. These terms are not required, but are there for your consideration.
 - This section should say "what" task, and "proficiency" within the task.
 - The requisites must have a direct correlation to the intended outcomes you stated in Step 1. Explain how the measured competencies address gaps in current practice.
 - Briefly describe what the course design. Explain how the design aligns with the requisites and the intended outcomes.
 - The description should include how you see the course delivery—classroom, online, computer-based, etc.
 - Include how you determine the course design.
 - List any special educational materials, which the instructor would use.
- You may wish to write your responses in Word and paste them into the application.

Application for ASIS Certificate Program

ASIS has included resources for your use as Appendices to this application. The first is a brief description of the ADDIE model and the steps required to build a Certificate Program. The second appendices are two parts of Bloom's Taxonomy of Educational Objectives. These resources may help you in building your curriculum. The ASIS Certificate Program Committee uses the Taxonomy in evaluating applications.

Part 2: Development, Implementation, and Evaluation

Required only upon acceptance of your Part 1 Application. You will receive the Part 2 application upon acceptance of Part 1.

- Part 2 will require a full course curriculum and delivery methodology to be submitted for review.
- You will be asked to describe how an assessment tool will be used to determine that students have completed all requisites. Describe any threshold of learning.

Application for ASIS Certificate Program

APPLICATION FORM

Certificate Title	
Date	Please list supporting, endorsing, and/or sponsoring organization(s)
Applicant Information	
Full Name	
Title	
Company	
Address	
City, State, Zip	
Email	
Phone	
Cell	

Please limit each response to fewer than 150 words. If clarification is required, the review committee will request additional text.

STEP 1: Analysis

State the purpose of the certificate.

Explain the program's scope, and how the program's intended outcomes link to primary stakeholders. Provide a list of intended outcomes.

Copy and paste your text here.

Describe the target audience and related stakeholders.

Incorporate the security practice or function that the program will address.

Copy and paste your text here.

Explain the methodology used to define the needs of the primary stakeholders.

Include relevant research, needs assessments, industry references, legislation or regulation, or other evidence.

Copy and paste your text here.

STEP 2: Design

Describe the requisites for obtaining the certificates. Explain the knowledge, skill, and/or ability the student needs to demonstrate as a requirement of the certificate?

Application for ASIS Certificate Program

This section should complete the following statement, "Student must successfully demonstrate...." Include the level of performance for each task.

Copy and paste your text here.

Explain how the requisites align with the purpose, scope, and intended outcomes.
Consider validity of the certificate and the criteria used to make a determination.

Copy and paste your text here.

Briefly discuss the curriculum/course design, development process, and delivery methods.
Provide evidence that the process aligns with education and training industry-accepted practice.

Copy and paste your text here.