ISC2™

Certification Maintenance

Handbook

CISSP.   ISSAP.   ISSEP.   ISSMP.   CCSP.   CSSLP.   CGRC.   SSCP.   CC.

Contents

Overview & how to use the ISC2 Certification Maintenance Handbook

Thank you for being an ISC2 member.

This handbook provides you with information on the requirements, policies and procedures related to maintaining your certification or Associate of ISC2 status. All certification holders and associate designees are required to comply with the policies and guidelines.

This handbook also includes an overview of the professional development activities and resources developed by ISC2 to support your continuing education and development journey to maintain your credentials.

Customer service

For information or assistance regarding your ISC2 membership, benefits, Continuing Professional Education (CPE) portal, Annual Maintenance Fees (AMF), profile changes or event support, please **contact us**.

# How to keep your certification and membership in good stand-

In order to maintain certification and membership status, as a Member or Associate of ISC2, you must earn CPE credits as well as pay an AMF. Both requirements ensure you remain in good standing.

As a member holding one or more of the following certifications: ISSAP, ISSEP, ISSMP, CISSP, CCSP, CSSLP, CGRC, and/or SSCP, you are required to pay an AMF of U.S. $135, due on the first anniversary date of your membership cycle and the same date each year thereafter. You will only pay a single AMF, regardless of how many ISC2 certifications you hold.

Members that only hold the CC certification and Associates of ISC2 are required to pay an AMF of U.S. $50, due on the first anniversary date of the cycle and the same date each year thereafter. If you are an associate and have met all experience requirements for full certification and membership, you will be required to pay an upgrade fee of U.S. $85 upon completing the endorsement process. Your AMF for subsequent years of membership will be U.S. $135. The same upgrade fee applies to CC holders who earn an additional ISC2 certification.

At the end of the three-year certification cycle, when the CPE credit and AMF payment requirements are met, members will be automatically recertified for a new cycle, requiring no additional action.

At the end of the one-year associate cycle, when both CPE credits and AMF payment requirements are met, Associate of ISC2 designation will be renewed automatically to a new one-year cycle.
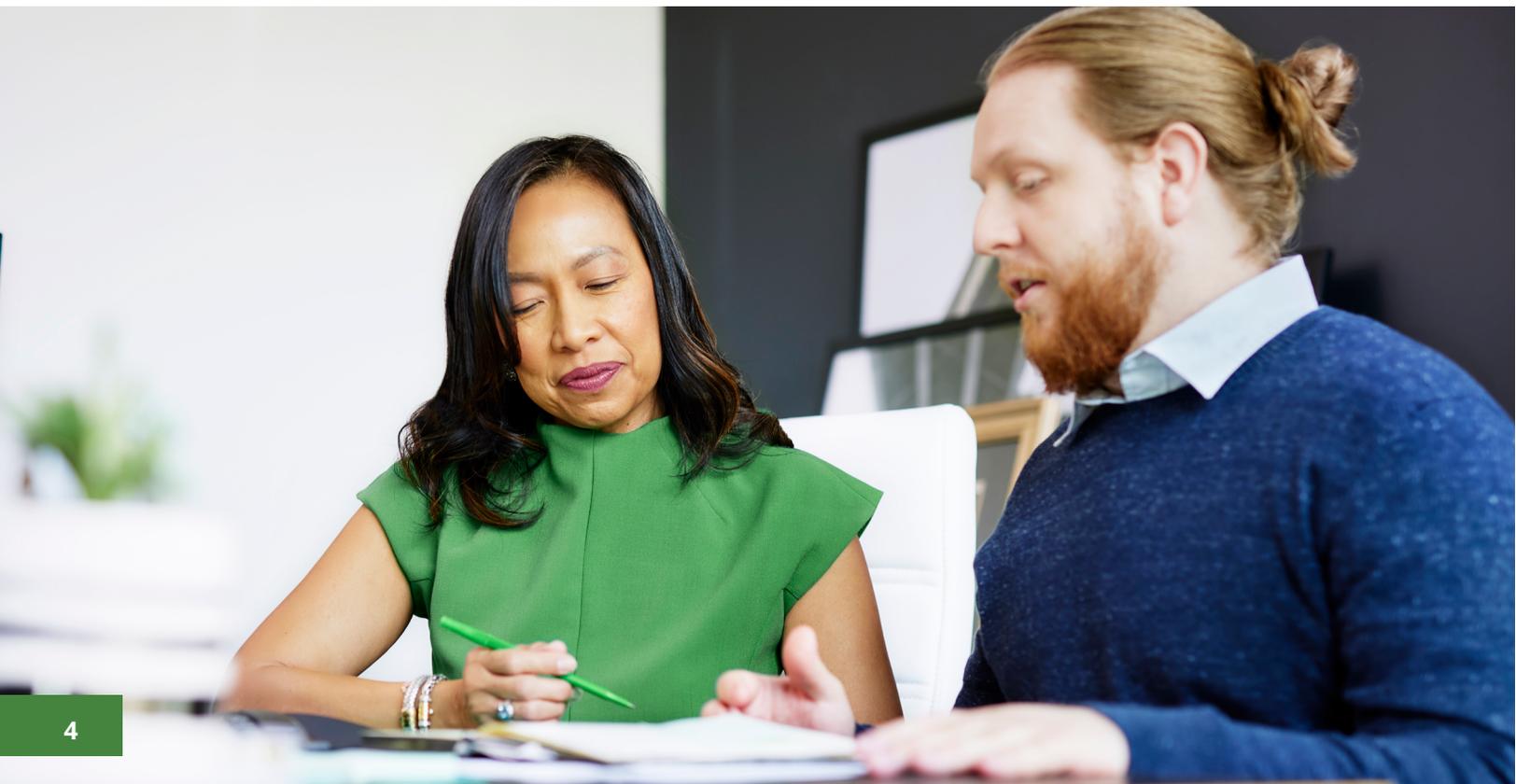
CPE requirements

As a member, ISC2 certification schemes require you to earn CPE credits during your three-year certification cycle and submit the CPE credits via the **CPE portal**. ISC2 has a suggested annual minimum to help balance maintaining your certification, however, there is no annual requirement unless you hold the associate status. Members in active or suspended status must complete the appropriate activities to earn CPEs. Active and suspended members are not permitted to retake a previously passed exam to earn CPE credits.

Requirements per certification

Certification	Type	Suggested annual minimum	3-year total
CC SM	Group A Group A or B Total	15 - 15	45 - 45
CISSP	Group A Group A or B Total	30 10 40	90 30 120
CSSLP **CCSP**	Group A Group A or B Total	20 10 30	60 30 90
CGRC **SSCP**	Group A Group A or B Total	15 5 20	45 15 60
ISSAP **ISSEP** **ISSMP**			
*With CISSP	Group A	20	60
Without CISSP	Group A	47	140

*If you hold a CISSP and an ISSAP, ISSEP or ISSMP, 20 CPE credits of the total number of Group A CPE credits required in the CISSP three-year cycle must be directly related to the ISSAP/ISSEP/ISSMP. If you hold more than one of these certifications, you must earn 20 CPE credits in each of them. CPE requirements for ISSAP/ISSEP and ISSMP are automatically counted toward the CISSP CPE requirement.

Designation	Type	Annual minimum
ASSOCIATE	Group A	15
	Group A or B	-
	Total	15

Group A and Group B CPE credits

Group A credits: domain-related activities

Group A credits relate directly to activities in the areas covered by the specific domains of the certification(s) you hold.

Examples include:
- Educational opportunities from ISC2 such as Courses, Certificate programs or Certification training
- Reading a cybersecurity white paper
- Publishing an article on cybersecurity
- Attending a cybersecurity conference, like ISC2 Security Congress
- Preparing for a presentation or teaching information related to cybersecurity
  This does not apply to instructors teaching ISC2 Official Training Courses
- Performing a unique work-related project that is not a part of your normal work duties
- Self-study related to research for a project or preparing for a certification examination
- Volunteering for security-related activities within government, the public sector and other charitable organizations
- Taking a higher education course in cybersecurity (or related field)

Group B credits: professional development

Group B credits are earned for completion of general professional development activities that enhance your overall professional skills, education, knowledge or competency outside the domains associated with your respective certification(s). This can include programs such as professional speaking or general management courses. While these do not apply directly to the domains, ISC2 recognizes that these skills are vital in the growth of all professionals.

Please note, Group B CPE credits are not applicable to Associates of ISC2 and CC certification holders.

Examples include:
- Attending non-security events, such as leadership conferences
- Participating in non-security education courses such as emotional intelligence training
- Preparing for non-security presentations, lectures or trainings
- Non-security government, private sector, or charitable organization committees
- Volunteer activities such as committee service, item writing, community projects, and educating others about cybersecurity.

Calculating CPE credits

Typically, you will earn one CPE credit per hour of time spent on an activity. You can report CPE credits in 0.25 increments such as 0.25, 0.50, 0.75, 1.00, 1.25, etc. However, some activities are worth more credits due to the depth of study or level of ongoing commitment involved. CPE credits are not earned for normal on-the-job activities, where income has been earned. The maximum a member or associate can claim for a single activity is 40 CPE credits.

If the CPE activity occurred over multiple days, the end date is used to determine eligibility for the certification cycle. For example, if the activity started on 1 November 2026 and ended on 5 December 2026, the CPE credit can be applied to any cycle that was active on 5 December 2026.

How to maintain multiple credentials

If you hold more than one ISC2 credential, the Group A CPE credits you submit will automatically be counted toward all your active credentials with a relevant domain as of the completion date.

If an activity does not relate to your other credentials as a domain-related activity, choosing "None of the Above" in the CPE portal applies Group B credits to your record.

CPE credits added to your account by ISC2 will automatically apply to all your certifications within their active cycle. Note, this does not apply to certifications during the grace period.

The same activity should not be entered into the CPE portal more than once.

Auditing of CPE credits

ISC2 performs random audits of submitted CPE activities by members and associates. This is an important process that upholds the integrity of ISC2 credentials and ensures compliance with the ANSI National Accreditation Board (ANAB) ISO/IEC Standard 17024.

If you are selected for an audit, you will receive an email with instructions about the necessary documentation to support the activities, unless you already provided these during the submission process. You will need to provide proof of attendance or a brief description of the activity in question, if you have not already. To maintain certification members must respond to audit requests and provide the required information within 90 days. Please contact the **Customer Service** team with any questions.

Recordkeeping

As a best practice for the submission process, we recommend providing proof of your CPE activities through the Supporting Documentation section in the CPE portal.

Proof of CPE credits earned may be in the form of course transcripts, awarded diplomas, certificates or receipts of attendance, research/prep notes for speaking or teaching, copies of official meeting minutes, or rosters/documentation of registration materials.

For book and/or magazine CPE credits, please retain "proof of possession," such as the book or magazine, sales receipt, invoice or library record. At a minimum, the proof should include the title and, if a book, the author and ISBN number; or, if a magazine, the publisher.

It is advisable to retain documentation and beneficial to keep proof of credits earned for at least 12 months beyond the expiration of your current certification cycle in the event of an audit.

Appeals process

In the event that your CPE activity submission is denied, you have the right to appeal that decision within 90 days of the denial. Please fill out a **contact form** with the rationale of your appeal, along with any relevant documentation to be considered. Your appeal will be reviewed and appropriately resolved.

Rollover CPE credits

CPE rollover credits are limited to the number of recommended annual CPE credits each year for the credential. Only Group A CPE credits can be rolled over, and they must be earned within the last six months of the three-year certification cycle, in excess of the required CPE credits for that certification. For example, a CISSP may roll over up to 40 Group A CPE credits (in excess of the required 120 CPE credits) if they were earned within the final six months of the previous three-year certification cycle. These CPE credits will roll over automatically and will be eligible to satisfy the annual recommended CPE credits for the first year of the next certification cycle.

Grace period

When you reach the end date of your certification or associate cycle, if you have not met your CPE credit requirements, you will be provided with a 90-day grace period to complete the submission of all CPE credits. You can both earn and submit CPE credits during these 90 days.

Failure to meet requirements

Failure to meet the CPE requirements within 90 days following the end of your three-year (or one-year for associates) cycle will result in suspension of your certification/designation. While your status is suspended, you are not permitted to claim the certification, your digital badge is disabled, and your details are no longer available within the online **Member Verification** tool.

ISC2 will notify you by email to inform you that your certification/designation has been suspended. If you feel you are in jeopardy of failing to meet certification renewal requirements by the deadline, contact **Customer Service**.

Suspension status may be maintained for up to two consecutive years. After two years, your certification and membership status will be terminated, and all membership rights will be revoked. Terminated certified members who seek reinstatement will be required to submit at least 5 CPE credits for each domain of the certification being reinstated, along with 40 CPE credits in their primary domain of practice and a total of 120 CPE credits. CPE activities for terminated member reinstatement must be obtained with a 12-month period. Terminated associates may only be reinstated through re-examination. Terminated certified members may alternately seek reinstatement through re-examination.

As a member or associate, you have the right to file an appeal if your certification is suspended and/or terminated by contacting **Customer Service**.

CPE categories

CPE credits can be earned through various learning activities and submitted in the CPE portal within the following categories.

Contributions to the profession (Group A)

Activities related to creating new content in topics related to the domains of your credential.

Qualifying activities as listed in the CPE portal:
- Board services for a professional security organization
- Exam development subject matter expert
- Government/private and public sector/charitable organization committees
- Participation in security standards development for a recognized committee
- Preparation for presentation/lecture/training
- Preparation for webinar, podcast, conference presentation
- Preparing new or updating existing training seminar or classroom material
- Serving as a subject matter expert for a panel discussion
- Writing, researching, publishing

For a list of CPE-earning activities available from ISC2 in the "Contributions to the profession" category, see page 14.

Maximum number of CPE credits apply to the following activities:

Activity	Max CPE credits
Book - author	40 per book
Book - co-author	20 per book
Book - editor	10 per book
Book - chapter only - author	20 per chapter
Book - chapter only - co-author	10 per chapter
Book - chapter only - editor	5 per chapter
Article - author	20 per article
Article - co-author	10 per article
Article - editor	5 per article
Professional blog - author	10 per blog
Professional blog - co-author	5 per blog
Professional blog - editor	2 per blog
White paper - author	10 per white paper
White paper - co-author	5 per white paper
White paper - editor	2 per white paper
Preparing training: one day course	2 per training
Preparing training: two-day course	5 per training
Preparing training: five- to seven- day courses	10 per training
Preparing existing training: semester (12 or more weeks)	20 per training

Supporting documentation accepted in the event of an audit: copies of publications, research/ prep notes for speaking or teaching, sample educational materials or course agenda. Letter or certificate from the organization served or meeting minutes that indicate participation.

Education (Group A)

Activities related to consuming educational content where the topics are aligned with the domain(s) of your credential.

Qualifying activities as listed in the CPE portal:
- Book, magazine, whitepaper
- Courses and seminars - other
- Higher education course
- Industry conference
- Information security professional association chapter meeting
- ISC2 certification course
- ISC2 continuing education course
- Online webinars, podcasts and other online materials
- Vendor presentation

For a list of CPE-earning activities available from ISC2 in the "Education" category, see page 14.

Maximum number of CPE credits apply to the following activities:

Activity	Max CPE credits
Self-directed learning: books	5 per book
Self-directed learning: magazines	5 per magazine
Self-directed learning: white papers	1 per paper

Supporting documentation accepted in the event of an audit: course transcripts, awarded diplomas, certificates or receipts of attendance, copies of official meeting minutes, or rosters/documentation of registration materials.

If you do not have the proof of completion as listed above, please provide a brief description of no more than 250 words about what you learned and a certificate or letter of attendance.

Professional development (Group B)

Activities related to enhancing professional skills, including management, interpersonal communication, project planning, team building, etc. These activities need not be directly related to cybersecurity or a domain within your credential.

- Chapter formation or management
- Non-security education courses, seminars
- Non-security industry conference and events
- Non-security organizations/committees
- Preparation for non-security presentation/lecture/training

Maximum number of CPE credits per entry may not exceed the 3-year total Group B certification requirements on page 5.

Supporting documentation accepted in the event of an audit: letter, certificate, or other documentation from the organization served.

Note: associates and members holding only the CC certification cannot utilize Group B CPE credits to meet their requirements.

Unique work experience (Group A)

As an associate or member, you can earn Group A CPE credits for activities performed during your regular working hours when you are engaged in unique projects, assignments, activities or exercises. The unique project, assignment, activity or exercise must fall outside your normal (or day-to-day) job responsibilities or job description.

Maximum number of CPE credits per entry may not exceed 10.

Supporting documentation accepted in the event of an audit: proof of unique project or a brief description of no more than 250 words summarizing the project or activity.

ISC2 CPE activities

The below resources, learning programs and engagement opportunities have been developed by ISC2 with your continuing professional development in mind. Members in active or suspended status must complete the appropriate activities to earn CPEs. Active and suspended members are not permitted to retake a previously passed exam to earn CPE credits. CPE credits for most of these activities are auto-submitted to your member account and are audit-exempt*.

ISC2 activities	CPE category	Group	Number of CPEs
Professional Development Courses	Education		
Certificates	Education	A	15+ per certificate
Courses	Education	A	0.5-15 per course
Offical Certification Education	Education	A	30-40 per course
Events	Education		
Security Congress	Education	A	1 per hour
Secure Events	Education	A	1 per hour
Spotlight Events	Education	A	1 per hour
Standards & Practices Cybersecurity BoK update workshop	Contribution to Profession	A	1 per hour
Webinars	Education		
Security briefings - APAC	Education	A	1 per 45-60 minutes
Security briefings - North America	Education	A	1 per 45-60 minutes
Security briefings - EMEA	Education	A	1 per 45-60 minutes
Knowledge Vault	Education	A	1 per 45-60 minutes
Think Tank webinars	Education	B	1 per 45-60 minutes
Membership channel	Education	A	1 per 45-60 minutes
CPE partner events/courses	Education	A/B	1 per hour
News and Insights online publication	Education		
Quiz	Education	A	2 per quiz
Content development	Contribution to Profession	A	1 per hour
Chapter meetings	Contribution to Profession	A	1 per hour
Exam development	Contribution to Profession	A	1 per hour

ISC2 activities	CPE category	Group	Number of CPEs
Volunteering - Awards	Contribution to Profession		
Chapter Recognition Awards Review Committee	Contribution to Profession	B	1 per hour
Global Achievement Awards Committee	Contribution to Profession	B	1 per hour
Volunteering - global events	Contribution to Profession		
Event planning committees	Contribution to Profession	A	1 per hour
Event speaker	Contribution to Profession	A	1 per hour
Volunteering - Knowledge Sharing & Content	Contribution to Profession		
Insights contributor	Contribution to Profession	A	1 per hour
Education Volunteer Content Contributor	Contribution to Profession	A	1 per hour
Volunteering - Leadership	Contribution to Profession		
Board of Directors	Contribution to Profession	A	40 per year
Chapter Advisory Committee	Contribution to Profession	B	1 per hour
Chapter Officer	Contribution to Profession	B	1 per hour
Volunteering - Center for Cyber Safety & Education	Contribution to Profession		
Board of Trustees	Contribution to Profession	B	1 per hour
Content development	Contribution to Profession	A	1 per hour
Cybersecurity Health Check volunteer	Contribution to Profession	A	1 per hour
Safe and Secure Online volunteer educator	Contribution to Profession	A	1 per hour
Safe and Secure Online translator	Contribution to Profession	A	1 per hour
Scholarship review panelist	Contribution to Profession	B	2-10 total

*To enable accurate recording of auto-submitted CPE credits, it is essential that you enter your member ID on the relevant registration forms or platforms where the CPE activity occurs (e.g BrightTALK, Secure Event). If you are unable to add your member ID, you will need to submit the CPE credits and attach the necessary supporting documentation as proof.

CPE credits for ISC2 webinars on BrightTALK

To ensure proper accreditation of your CPE credits for ISC2 webinars on BrightTALK, it's essential to include your ISC2 member ID during your initial registration for the first webinar in any ISC2 BrightTALK channel. In the event that your member ID is not added to the channel hosting the webinar, but you want your activity to be automatically submitted for CPE credit, please follow these steps:

- Delete your existing BrightTALK account
- Create a new account, and
- Ensure you add your member ID during the registration process

Alternatively, you have the option to retain your original BrightTALK account. In this case, you can personally submit the CPE credits by attaching the viewing certificate available for download in the viewing history section of your BrightTALK account.

Approved CPE partners

ISC2 partners with leading security organizations and technology innovators to help members on their path of professional development while earning CPE credits.

CPE credits earned through an approved CPE partner (or third-party submitter) are submitted to ISC2 on members' behalf. As a member or associate, you must provide your ISC2 member ID to the approved third-party CPE partners. If CPE credits are not posted within six weeks of the activity date, please contact the approved CPE partner directly. It is your responsibility as a member or associate to review their CPE credit records for accuracy, including duplicate or missing entries. For a list of partners authorized to submit CPE credits on behalf of members and associates, please visit **ISC2.org/members/cpe-partners**.

Ready to submit CPE credits? log in to the **CPE portal**.
How To and FAQ videos are available on the **ISC2 YouTube Channel**.

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