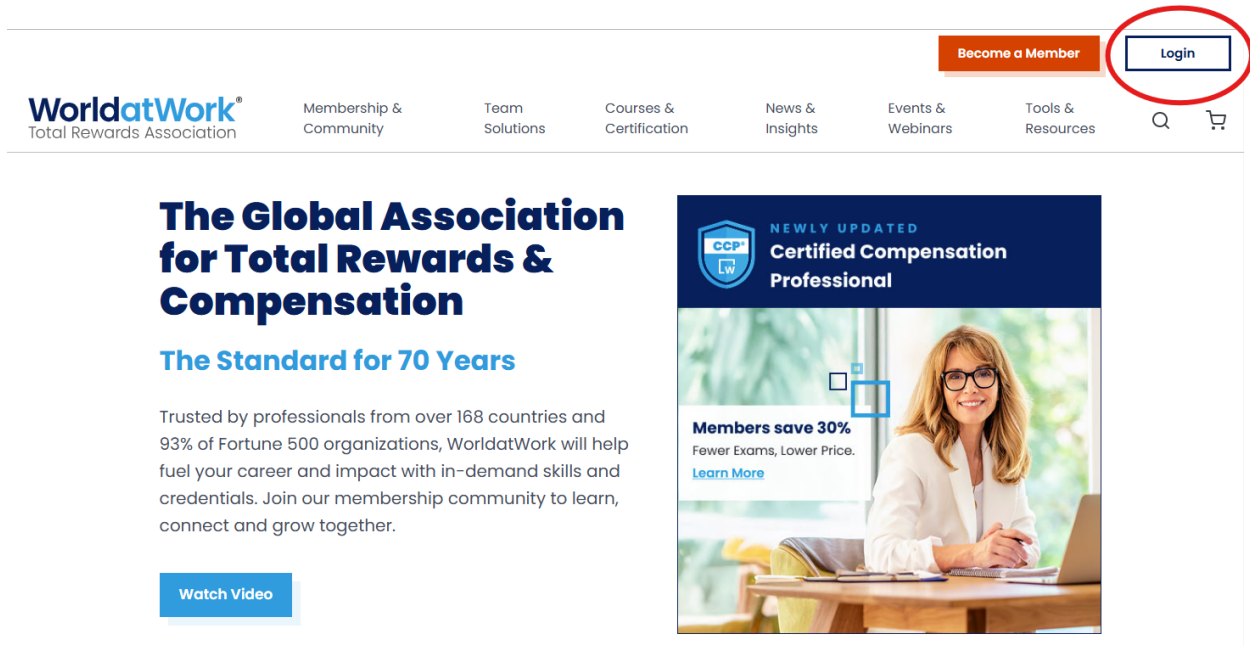


How to Enter Recertification Credits for a Non-WorldatWork Activity

Step 1: Go to the WorldatWork website: [WorldatWork Home | WorldatWork](#)

Step 2: **Login** to your profile:



The image shows the WorldatWork website homepage. The top navigation bar includes the WorldatWork logo, links for Membership & Community, Team Solutions, Courses & Certification, News & Insights, Events & Webinars, and Tools & Resources. A red circle highlights the 'Login' button in the top right corner. Below the navigation bar, the main content area features a large heading 'The Global Association for Total Rewards & Compensation' and a subheading 'The Standard for 70 Years'. A paragraph of text describes the association's reach and impact. A 'Watch Video' button is located below the text. To the right, there is a promotional banner for the 'NEWLY UPDATED Certified Compensation Professional' (CCP) certification, featuring a woman working at a desk and a 'Members save 30%' offer.



The image is a promotional banner for WorldatWork. It features a background image of three women sitting at a table, smiling and engaged in conversation. Overlaid on the image is a green rectangular frame containing the text 'ADVANCE YOUR SKILLS. CHANGE THE WORLD.' in white and blue capital letters. The WorldatWork logo is visible in the top left corner of the banner.

[← Back](#)

LOGIN

Don't have an account? [Register now.](#)

Login email / Account ID

susan.whipple@worldatwork.org

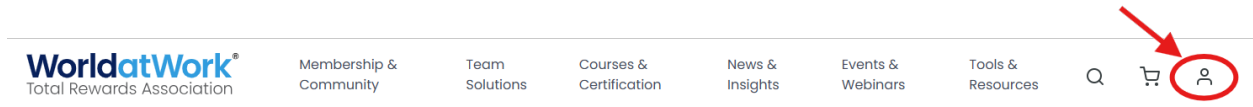
Password

[Forgot your password?](#)

☐ Remember Me

[Submit](#)

Step 3: Go to My Profile



The Global Association for Total Rewards & Compensation

The Standard for 70 Years

Trusted by professionals from over 168 countries and 93% of Fortune 500 organizations, WorldatWork will help fuel your career and impact with in-demand skills and credentials. Join our membership community to learn, connect and grow together.

[Watch Video](#)



Step 4: Scroll down to the **My Certifications** section and select the **Recertification Credits** box.

My Certifications



Certified Compensation Professional®

✓ **Certified**

Earned: 08/31/2022
Expires: 10/10/2028

[View](#) [Recertification Credits](#)



Certified Benefits Professional®

0/7 exams complete

[See Requirements](#)



Certified Executive Compensation Professional®

0/1 exams complete

[See Requirements](#)

Step 5: Scroll down to the **Add Non-WorldatWork External Credits** section

- Choose the most relevant option from the **Category** dropdown
- Choose the most relevant option from the **Sub-Category** dropdown
- Select appropriate option in the **Domain** section
- Select number of hours* in the **Credits/No. of Hours** section
- Add a description, such as title, to the **Activity Description** section
- Add date of the activity in the **Date Completed** section
- Click “**Save & Apply**” to complete the credit entry

Add Non-WorldatWork External Credits

By using this form to enter non-WorldatWork external credits you are acknowledging and accepting the WorldatWork [Privacy and Cookie Policy](#) and [Terms of Use](#).

Category	Sub-Category	Domain	Credit/No. of Hours	Activity Description	Date Completed
Events ▼	WorldatWork ▼	Compensation ▼	2 Credits	XXX Affiliate Event	10/20/2025
Save & Apply		+ Add Another			

* Claiming more than 3 credits requires submission of additional documentation