



## **UPDATE- The SSA Managers Certification Program and the SSA Certified Self Storage Manager (CSSM)<sup>®</sup> Designation**

Self Storage Association (SSA) manager certification education is designed to advance the professionalism of the manager's role by offering standardized education and promoting continuing education and practical experience through continued tenure in the industry. For added convenience, cost savings to the student, and enhanced accessibility for managers and owner managers, all components the CSSM program<sup>®</sup> will be offered through SSA's Online University as the **Managers Certification Program**, beginning in late November, 2008.

Certification is attainment of SSA's Certified Self Storage Manager (CSSM<sup>®</sup>) designation. This consists of the following four components:

- Standardized education through the SSA Manager Certification Program
- Continuing education for subject mastery
- Continued employment in good standing in the industry while sustaining certification (Part 2 below)

### **Part 1: CSSM<sup>®</sup> Certification Program Requirements**

1. Successful completion of one of the three online Manager Certification Program Tracks and the Certification Program Exam in SSA's Online University .Beginning November 2008, the exam is offered online as part of the Managers Certification Program Track. The exam is a multiple choice exam of 100 questions. Two hours is the allotted time for the examination
2. Certification holders must agree to uphold the SSA Industry Code of Ethics as it applies to the facility manager's role.
3. Verifiable, continued employment in good standing as a self storage manager, supervisor, or owner manager.
4. Candidates and sustaining designees must remain current in payment of fees assessed by the SSA for continuing education, certification candidacy, or renewals.

Once the above requirements are met, candidates receive a certificate indicating successful completion of the requirements for the Certified Self Storage Manager designation. Those granted certification may use the CSSM<sup>®</sup> designation, and their names will be listed in the SSA Official Registry of Certified Self Storage Managers appearing in SSA publications, on the SSA Web site, and other publications where possible.

### **Part 2: Sustaining Certification: CSSM<sup>®</sup> Renewals**

CSSM designation renewal is contingent upon the following requirements

1. Continuing education (CE) of 4hours per two calendar years via SSA Online University Manager Education CE credit sessions in subsequent years following initial certification.
2. Adhering to the SSA Industry Code of Ethics.
3. Continued employment in good standing as a self storage manager, supervisor, or owner manager.
4. CSSM renewals who have not fulfilled their CSSM<sup>®</sup> continuing education requirements on schedule, or who have rejoined the industry after leaving following their attainment of the CSSM<sup>®</sup> designation, may recertify by successfully completing one of the three Online University Managers Certification Program Tracks.
5. In the interest of maintaining the integrity of the CSSM<sup>®</sup> designation, CSSM<sup>®</sup> designees who do not renew their certification will be purged from the registry and barred from using the CSSM<sup>®</sup> designation.

#### **CSSM<sup>®</sup> Disclaimer**

*The Self Storage Association's Certified Self Storage Manager designation certifies that the individual has completed and demonstrated proficiency in specified course work relevant to working in the self storage industry. The Association does not investigate the background of applicants. Employers are encouraged to perform pre-employment background checks on all applicants, including applicants who hold SSA's or other certification. Certification program requirements and fees subject to change as resources or industry needs necessitate.*