

Professional Certificate in Meeting and Event Planning



Enroll Now

Courses vary by semester, go to neverstoplearning.net/meeting to view the current schedule.

A group discount is available to businesses that enroll multiple employees. Call (619) 594-1188 for more information.

Sharpen Your Meeting And Event Planning Skills in 6 Months

Whether you're new to the meeting and event field, or you're a seasoned pro looking to gain credibility with your clients, our Professional Meeting and Event Planning Certificate will give you the skills you need to elevate occasions of all formats and sizes, from weddings to virtual conferences and festivals.

Program Highlights

- Complete in 6 months, or take up to 2 years
- Pursue the certificate or take just the classes you need for professional development
- Estimated cost \$2,345 (individual courses vary)
- Flexible online courses
- No textbooks required
- Taught by seasoned industry professionals
- Networking and exclusive volunteer opportunities

Labor Analysis

Event Planner – Nationwide



Job Postings

43,099 Last 12 months



Projected Growth

+10.90% Over 10 years



Salary Range Average

\$32,000–\$47,000

Source: BLS & Burning Glass Technologies, 2020

Follow Us on Social Media



Core Courses (complete all 7)

Meeting Planning Basics | 9 hours

Recommended as the first course in the program

Food and Beverage Planning | 6 hours

Event Marketing and Promotion | 6 hours

Site Selection, Negotiation, and Legal Issues | 13 hours

Financial Management of Meetings and Events | 6 hours

Audio/Visual Basics | 6 hours

Professional Development | 6 hours

Elective Courses (complete 18 hours)

Starting Your Own Business | 6 hours

Event Design and Production | 6 hours

Weddings and Social Events | 9 hours

Event Technology Tools | 6 hours

Effective Networking and Resumes | 6 hours

The Art of Selling | 6 hours

Nonprofits and Fundraisers | 6 hours

Festivals and Public Events | 6 hours

Event Safety, Security, and Risk Management | 6 hours

Conference Architecture: Creating Engaging Experiences for Today's Audience | 6 hours

Annie Revel, CSEP Program Advisor

A seasoned professional for over 30 years, Annie continues to set standards of excellence in the event management and fundraising industries.

Want to Learn More? For additional information, please email globalcampus@sdsu.edu or call (619) 594-7700.



Frequently Asked Questions

Expand your network with seasoned professionals in the meetings and events industry who have worked in all aspects of planning, creating, and executing high-profile events all over the world. All face-to-face and virtual courses are timely and relevant, keeping up with current COVID-19 mandates. You'll get their insider tips and learn from their experiences to create memorable meetings and events anywhere in the world. You'll also get first notice of exclusive opportunities for experience and jobs via email on the Meeting and Event Planning Facebook page.

You'll even receive a discounted membership to join Meeting Professionals International, where you can attend networking and educational sessions with your local chapter.

Q: Can I start with any class?

A: Yes, you can. The courses stand on their own, and you can take as few or as many as you'd like. The classes build on one another, so it's ideal if you can take them in order, but it's not required. To earn the certificate, take all seven required courses (100 level) and 18 hours of elective courses (200 level).

Q: What are the application requirements?

A: None. This program is open to everyone and no prerequisites are needed for enrollment.

Q: Do you offer job placement?

A: Jobs and volunteer opportunities can be found on our MEP Facebook page and LinkedIn group. Follow us for the latest updates.

Q: What kind of events will this certificate help me plan?

A: Our Meeting and Event Planning program will give you all the necessary tools to plan meetings and events small to large scale anywhere in the world. The courses cover both business and social events, including virtual event production.

Q: Is this program offered online?

A: Yes, all of our Meeting & Event Planning courses are entirely online. Please consult the individual course descriptions for details.

Q: I am already in the meeting and events industry. How will the certificate help me?

A: The in-depth instruction and comprehensive course variety can open up new learning opportunities for even the most seasoned event professional. The MEP program combines foundational courses with a wide selection of electives for everyone to expand their overall industry knowledge. This combination enables students to explore new aspects of the industry they may not have previously learned about. The courses can also help you plan your next move within the industry through the mentorship of your instructors, all seasoned event professionals.

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