

# Application for the Certified Associate in Engineering Management® Certification



## **Overview**

Professional certification at this level is designed for young technical professionals seeking to establish credentials in preparation for early technical management or supervisory assignments. The focus of the certification is to document the candidate has the requisite EMBoK knowledge to provide a foundation for professional practice. The CAEM Certification is valid for three years, can be renewed once, and requires verification of continuing education for renewal. The goal is to progress to the Certified Professional in Engineering Management (CPEM) during the CAEM interval.

A complete application package includes these steps:

1. Completed applicant information on the top half of page 2.
2. Completed applicant category selection on the bottom half of page 2.
3. A degree transcript. A digital copy of the official transcript is preferred; an unofficial transcript will be accepted with a copy of the diploma.

## **Instructions for Application Forms**

To complete the application package details noted above, complete these steps.

**Step 1:** Complete the applicant information section at the top of the second page. This section also asks for information on your degree and contact information for a degree program contact. (If you are a student or intern member of OSPE, you do not have to complete information on your degree.)

**Step 2:** Check one of the applicant categories on the table on the bottom half of the second page. If you have questions, contact [asem-hq@asem.org](mailto:asem-hq@asem.org).

**Step 3:** Provide a copy of your current degree transcript. (If you are a student or intern member of OSPE, you do not have to submit your transcript information.)

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## Step 1: Applicant Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address Line 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_ OSPE Member # \_\_\_\_\_

Degree Title on Transcript: \_\_\_\_\_ Date complete: \_\_\_\_\_

Degree Home Page Link: \_\_\_\_\_ ABET or equivalent accredited? No Yes

University or Academic Institution: \_\_\_\_\_

Contact Name for degree questions: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Contact's Position: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

## Step 2: Applicant Category and Cost Information

Exam Applicant Category <sup>1,4</sup>	Exam Fee Non-Member/Member <sup>3,5</sup> / Academic partner <sup>5</sup>	Check one
Bachelor's in related Technology or Engineering Field <sup>2</sup>	\$250/\$150 / \$125	
Master's from ASEM Certified Program ( <i>no exam required</i> )	\$150/\$125 / \$100	
Master's in EM from Non ASEM Certified Program or Master's in related Technology, Technology Management, or Engineering Field <sup>2</sup>	\$250/\$150	

### Notes for CAEM:

- (1) Copy of degree transcripts (digital copy of official preferred unofficial accepted) must accompany application.
- (2) At the discretion of ASEM, related Technology and Engineering Fields: Qualifying Bachelor's degrees include BS, BSET, or BSE (or international equivalents through such mechanisms as the Washington Accord or the Bologna Agreement) in the following or related engineering disciplines: aeronautics, astronautics, biomedical, chemical, civil, computer, electrical, environmental, industrial, mechanical, nuclear, software, systems. Other qualifying fields of study include chemistry, computer science, mathematics, chemistry, physics, and technology management. If the Bachelor's degree does not come from the above fields, then a Masters or Doctorate degree (or international equivalent) in those fields is acceptable.
- (3) ASEM Membership is required to receive the discounted rate.
- (4) No work experience required to pursue the CAEM.
- (5) Students in programs participating in the academic partnership receive a \$25 discount in addition to the member discount.

## Step 3: Degree transcript

Provide a copy of your current degree transcript. Digital copy of official preferred; unofficial accepted but must clearly.