

Application for the Certified Professional in Engineering Management® Certification



Overview

The Certified Professional in Engineering Management (CPEM) Certification is designed to recognize experienced professionals who are seeking to validate with a professional certification their skills, knowledge, and experience in the management of technical operations. The focus of this application is to document the candidate has the requisite background for approval to sit for the examination. The CPEM Certification is valid for three years and requires verification of continuing education for renewal.

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. Completed summary of your experience on page 3 of this application where documentation is provided specifying that prior experience, addresses at least three of the required EMBoK domains.
4. A degree transcript. A digital copy of the official transcript is preferred; an unofficial transcript will be accepted with a copy of the diploma.
5. A resume summarizing your work experience.

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.

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.

Step 3: Please complete the table on page 3 to verify the required number of years of work experience. Please begin with the most recent position and include contact information for someone who can validate the experience. Also note the EMBoK domain area(s) related to your work experience. You must demonstrate at least one year minimum in three of the EMBoK domains.

For example, assume you graduated four years ago and during this time you may have been a project engineer for two years. This required application of project management, financial resource management, and leadership. This would fulfill the requirement.

Step 4: Provide a copy of your degree transcript. Unofficial is acceptable with a copy of the diploma.

Step 5: Please remember to include a resume, consistent with the information on step 3, page 3.

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Step 1: Applicant Information

Name: _____

Address: _____

Address Line 2: _____

City: _____ State: _____ Zip: _____ Country: _____

Email: _____ Phone: _____ ASEM member # _____

Degree Title on Transcript: _____ Date complete: _____

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

University or Academic Institution: _____

Contact Name for transcript questions: _____ Contact Email: _____

Contact's Position: _____ Contact Phone Number: _____

Step 2: Applicant Category and Cost Information

Exam Applicant Category ¹	Experience ⁵	Exam Fee ⁴ (Nonmember/ member ³)	Check one
Bachelor's in related Technology or Engineering Field ²	4 years	\$300/\$250	
Master's in EM from ASEM Certified Program	3 years	\$250/\$150	
Master's in EM from Non ASEM Certified Program or Master's in related EMBOK Technology or Engineering Field ²	4 years	\$300/\$250	
PhD in Technology, Industrial & Systems, or Engineering Management (no exam required)	3 years	\$300/ \$250	

Notes for CPEM:

- (1) Copy of degree transcripts must accompany application (digital copy of official preferred; unofficial accepted with a copy of diploma).
- (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, 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) Applicants from programs participating in the academic partnership receive a \$25 discount in addition to the member discount.
- (5) CV or resume documenting work experience with supervisor contact information must be provided to validate professional experience.

Step 3: Document your work experience and related EMBOK Domains

Complete Page 3 of this application, documenting your work experience and coverage of at least three domain topics in the EMBOK. An audit of your application may be conducted by ASEM to verify work experience and content provided in page 3.



Step 3 Table for Documentation of Work and EMBoK Experience: Complete the table, consistent with your resume, to document the required years of technical experience. Please begin with the most recent job and include contact information for someone who can validate the experience. Please do not make entries in the shaded cells.

Time Interval	Job title	Employer, Location, and Contact Information	Description of Responsibilities and related EMBoK domain experience areas	For ASEM Use Only