



Application for Certified Professional in Engineering Management Examination

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:

1. A completed page 2 of this application form.
2. A completed page 3 of this application where documentation is provided that prior coursework meets the required EMBOK domains. It is not necessary to complete this page if you have a BS EM from an ABET program or a MSEM from an ASEM certified program.
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.
4. A completed page 4 of this application where your technical work experience is documented, along with contact information of supervisors who can validate the work history.
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 academic degree categories on the table in the middle of the second page.

Step 3:

If you do not have (or are not pursuing) an undergraduate degree from an ABET accredited BS in EM program or a MSEM from an ASEM certified graduate program, you must complete page 3 of this application package. Please verify that you have covered at least five domain topics in the EMBOK with your specific course work. From the transcript, note the course number, title, and when you completed the course. Also, include a brief description of the content covered, related to EMBOK domain. An audit of your application may be conducted by ASEM to verify course information / content provided in page 3. If you have equivalent professional development training, please describe that fully.

Step 4:

Page 4 contains a table for you to verify the required number of years of technical work experience. Please begin with the most recent job and include contact information for someone who can validate the experience.

Step 5:

Please remember to include a resume.



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Step 1: Applicant Information

Name: _____

Address: _____

Address Line 2: _____

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

Email: _____ Phone: _____ ASEM Member? No Yes Number, if Yes: _____

Degree Title on Transcript: _____ Date complete: _____

Degree Home Page Link: _____ ABET Accredited? No Yes

University or Academic Institution: _____

Contact Name for transcript questions: _____ Contact Email: _____

Contact's Position: _____ Contact Phone Number: _____

Step 2: Academic Degree Category and Cost Information

Academic Degree Category	Experience	ASEM Exam Fee NonMember/Member	Check one
BSEM from ABET Accredited Program	4 years	\$300/\$250	
BS/BA in related EMBOK Technology or Engineering Field*	4 years	\$300/\$250	
MSEM From ASEM Certified Program	3 years	\$250/\$150	
MSEM from Non ASEM Certified Program	4 years	\$300/\$250	
MS in related EMBOK Technology or Engineering Field*	4 years	\$300/\$250	
PhD in Technology, Industrial & Systems, or Engineering Management (no exam required)	3 years	\$300/\$250	

*Technology or engineering fields related to the skills and content of the EMBOK are defined broadly and can include degrees such as natural sciences (chemistry, physics), computer science, information systems, mechanical engineering technology, civil engineering, or similar, at the discretion of ASEM.

Notes for CPEM:

- (1) Copy of degree transcripts (digital copy of official preferred; unofficial accepted with a copy of diploma) must accompany application.
- (2) CV or resume documenting work experience with supervisor contact information must be provided to validate professional experience.
- (3) ASEM Membership is required to receive the discounted rate.

Step 3: Document EMBOK Domains in Your Academic Record

If you do not have (or are not pursuing) an undergraduate degree from an ABET accredited BS in EM program or a MSEM from an ASEM certified graduate program, you must complete page 3 of this application package. Please verify that you have covered at least five domain topics in the EMBOK with your specific course work. From the transcript, note the course number, title, and when you completed the course. Also, include a brief description of the content covered, related to EMBOK domain. An audit of your application may be conducted by ASEM to verify course information / content provided in page 3. If you have equivalent professional development training, please describe that fully.



Step 3 Table for Documentation of EMBOK Domains: Complete this table, referring to courses in your degree program to demonstrate you have background in at least five domains of the EMBOK. Please use the same course numbers and titles from your transcript. Please do not make entries in the shaded cells.

EMBOK Domain	Course (s) title / number and date completed, from transcript	Brief description of the content covered, related to EMBOK domain	For ASEM Use Only
1-Introduction to Engineering Management			
2- Leadership and Operations Management			
3- Strategic Planning			
4- Financial Resource Management			
5- Project Management			
6-Quality, Operations, and Supply Chain Management			
7-Marketing and Sales in the Engineering Organization.			
8-Management of Technology, Research, Development			
9- Systems Engineering			
10-Legal Issues in Engineering Management			
11- Professional Codes and Ethics			



Step 4 Table for Documentation of Work 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	For ASEM Use Only

Please save this form as **YOURLASTNAME.YOURFIRSTNAME-CPEMapplication** and send this form, your transcripts, CV/Resume, and other supporting documents to CPEM-Application@asem.org