



CAPM Certification

PMI offers a comprehensive certification program for project practitioners of all education and skill levels. Currently consisting of six credentials, the program demonstrates both your commitment to the profession and your expertise through certifying education, experience and competency. Rigorously developed by project managers, PMI certifications ensure that you and your projects excel.

PMI's Certified Associate in Project Management (CAPM[®]) is a valuable entry-level certification for project practitioners. Designed for those with little or no project experience, the CAPM[®] demonstrates your understanding of the fundamental knowledge, terminology and processes of effective project management.

What are the prerequisites to obtain the CAPM[®] credential?

To apply for the CAPM, you need to have either:

- A secondary diploma (high school or the global equivalent) and at least 1,500 hours experience working on projects.

OR

- A secondary diploma (high school or the global equivalent) and 23 hours of project management education.

What are the costs to achieve obtain the CAPM[®] credential?

There are three potential cost components:

- PMI Membership (optional)
- Examination Fee (non-optional)
- Exam Prep Course (optional)

PMI Membership:

Non-student

- \$139.00 to join PMI Global, \$129.00 annually thereafter
- \$30.00 annually to local chapter PMI-CCVC
- Total of \$169.00

Student

- \$32.00 to join PMI Global, \$32.00 annually thereafter
- \$10.00 annually to local chapter PMI-CCVC
- Total of \$42.00

Examination Fee:

The fees are determined by your PMI membership status, and the exam delivery type of computer-based versus paper-based:

- PMI Member & Computer-based testing: \$225.00
- Non-member & Computer-based testing: \$300.00
- PMI Member & Paper-based testing: \$225.00
- Non-member & Paper-based testing: \$300.00

CAPM Exam Prep Course by PMI-CCVC:

- PMI-CCVC Member: \$130.00
- Non-member: \$180.00

Summary of Fees:

CAPM® Credential Fees	Student Member	Non-member
PMI Membership	42.00	-
Examination Fee	225.00	300.00
Exam Prep by PMI-CCVC	130.00	180.00
Total	397.00	480.00

Benefits of taking the CAPM Exam Prep Course by PMI-CCVC

This course fulfills the requirement of 23 hours of project management education.

This course helps you to focus on and study for the critical elements that will be covered on the exam.

These course study materials are **included**:

- RMC Publication's CAPM® Exam Prep, 2nd Edition

This course is taught by PMP certified professionals with many years of PM experience.

Our chapter members provide assistance with completing your application.

Our courses are held in Fresno, CA. No need to drive to northern or southern California for the same education.

Best price. This same course starts at twice the price and goes up if taken, from other education providers. Why do we do this? Because our mission is to invest in the professional development and growth of individuals and businesses in our community.

What is the process to obtain the CAPM® credential?

Submit your application to PMI.ORG.

PMI may take up to 5 days to review the application (when submitted online).

Submit payment for the examination fee.

At this point, if your application is randomly selected for an audit, you have 90 days to submit your audit materials. Once PMI receives them, they may take up to 7 days to review them.

Schedule your exam appointment with Prometric Testing Centers.

Take and PASS the exam.

Questions and Answers

Q: Where are the testing centers?

A: Prometric is the company that delivers the CAPM Certification Exam. The center in Fresno is located at 125 E. Barstow, Ste. 136, Fresno, CA, 93710. There are many Prometric testing centers in California. For more information, visit <https://securereg3.prometric.com/ProgramSelection.aspx?mode=locatecenter>

Q: What happens if I fail the exam?

A: You may retake the exam two more times within one year from application acceptance. Reexamination fees apply; see the CAPM handbook for more information.

Q: What happens when I pass the exam?

A: Once you pass the exam and are bestowed the credential, you are certified for a period of five (5) years. Before the end of your certification cycle, you have the option to pursue recertification, or if you are eligible, you can apply for any other of PMI's credentials.

For more information, contact vp_prof_dev@pmi-ccvc.org.