

APICS Certification Maintenance

Facilitator

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History of APICS Certification

- APICS was founded in 1957
- CPIM was introduced in 1973
- A lot changed since then especially in CPIM
- CIRM was introduced in 1991
- CPIM was reconfigured in September 2000
- Currency condition was introduced, Jan. 1, 1998 with five year term.
- There are approximately 60,000 CPIM

Why Is Certification Maintenance Important?

- There is a difference in body of knowledge since 1973
- Preserve the currency and prestige of your certification credentials
- Expand your knowledge of industry practices
- Learn new technology solutions
- Reinforce your skills
- Improve your job performance
- Demonstrate your commitment to excellence
- Increase your competitive advantage

Value of Certification

APICS Code of Ethics Pledge

- **Maintain sound business practices, foster high standards of professional conduct**
- **Refrain from using information in an unethical manner or questionable manner**
- **Neither engage in nor sanction any exploitation of one's membership, company, or profession**
- **Encourage and cooperate in the interchange of knowledge and techniques for the mutual benefit of the profession**
- **Resolve doubtful actions according to generally accepted standards of truth, fair dealing, and good taste**
- **Maintain high personal standards of moral responsibility, character, and business integrity**
- **Uphold the high ideals of the society as outlined in the bylaws.**

Maintain Competence and Improve Performance through

- Continuing Education
- Presentations, Publications, and Educational Development
- Contributions to the Resource Management Profession
- Professional Membership

What Is APICS Certification Maintenance?

Every five years after original certification

C|PIM® 75 professional development points

C|FPIM® 100 professional development points

Certification Maintenance Cycle Compliance Dates

Original Date Certified	Must Submit a Certification Maintenance Application	All exams must be retaken if you are not recertified within 5 years of your original <i>suspension</i> date.
Before December 31, 1998	January 1 - December 31, 2003 Due the same month that initial certification was received	
After January 1, 1999	Due five years from the same month that your initial certification was received	

**Note: Failure to attain sufficient points or to apply on time will result in suspension, upon which an additional 15 CPIM or 20 CFPIM points will be assessed immediately and every year thereafter on the anniversary date of suspension, until certification maintenance requirements are fulfilled.*

Suspension of Certification

Any individual who does not acquire sufficient points will be required to do one of the following to reinstate certification*

- Acquire an additional 15 CPIM or 20 CFPIM points
- Complete the full CPIM certification exam process or CFPIM certification process

* (mandatory if more than 10 years have passed since the last Certification Maintenance date)

Lifetime Certification

- CPIMs and CFPIMs qualify for Lifetime Certification at age 62.
- Contact APICS in writing, with supporting documentation of proof of age, to request lifetime status.

Renewing Certification

A candidate will automatically receive:

- Certification Maintenance Bulletin (one year before the deadline)
- Application deadline reminders
- Periodic program updates

This will be sent to you based on your most current information at APICS

How To Earn Points

Point Categories

1. Continuing Education
2. Presentations, Publications, and Educational Development
3. Contributions to the Resource Management Profession
4. Professional Membership

Point Categories

1. Continuing Education *(May be 100% of total points)*

- **1 point (or .5 point for half-hour increments) per instructional hour for**
 - ◆ **APICS International Conference and Exposition**
 - ◆ **APICS society or chapter seminars, workshops, and symposia**
 - ◆ **APICS certification item-writing workshops**
 - ◆ **APICS CPIM and CIRM certification review courses**
 - ◆ **APICS region or chapter meetings that include an educational component**
 - ◆ **Programs from degree-granting institutions**
 - ◆ **Programs sponsored by other independent organizations**

- **3 points per completed independent study course or 3 points per CEU for courses that grant CEUs instead of the 3 total points per course**

- **10 points per exam passed for APICS certification**

Point Categories

2. Presentations, Publications, and Educational Development

(May be 80% of total points—a maximum of 60 CPIM and 80 CFPIM points)

- ◆ **2 points per instructional hour (or 1 point for half-hour increment)**
- ◆ **2 points per published article or contribution**
- ◆ **5 points for published original research**
- ◆ **30 points for published book**
- ◆ **10 additional points for published certification reference material**

Point Categories

3. Service to the Resource Management Profession

(At the society level of APICS or another related national or international association)

- ◆ **5 points per year as an officer of a governing board**
- ◆ **4 points per year as a member of a governing board**
- ◆ **4 points per year as a chair of a standing committee**
- ◆ **2 points per year as a member of a standing committee**

Point Categories

3. Service to the Resource Management Profession

(At the chapter or region level of APICS or another related national or international association)

- ◆ **3 points per year as an officer of a governing board**
- ◆ **2 points per year as a member of a governing board**
- ◆ **2 points per year as a chair of a standing committee**
- ◆ **1 point per year as a member of a standing committee**

Point Categories

4. Professional Membership

- ◆ **6 points per year as a qualifying member of APICS**
- ◆ **1 point per year for membership in another related national or international association**

Certification Maintenance Fee

\$75 Application Fee
APICS members

\$150 Application Fee
nonmembers

Certification Maintenance Q&A

Q:

When can I begin earning points toward Certification Maintenance?

A:

If you are currently certified, you can immediately begin keeping a record of your Certification Maintenance activities in your Professional Development Journal.

Certification Maintenance Q&A

Q:

When am I required to submit my application for Certification Maintenance?

A:

Certification Maintenance cycles run in five-year intervals, beginning with the date of initial certification and ending on the last day of the month that initial certification was received. You are required to submit your Certification Maintenance Application by the end of your deadline month. However, if you were certified before or during 1998, your application is due in 2003 in the month you were originally certified.

Certification Maintenance Q&A

Q:

Can I apply for Certification Maintenance as soon as I have earned the necessary points?

A:

You may not apply until the month of your certification deadline. In January 2003, APICS will begin accepting applications from those certified before and during 1998.

Certification Maintenance Q&A

Q:

What if I reach age 62 before the year 2003, which is the first date required for me to apply for APICS Certification Maintenance?

A:

You may notify APICS at any time that you have turned or will turn age 62 on or before your Certification Maintenance deadline. You then will receive lifetime certification and will no longer be required to submit for Certification Maintenance.

Certification Maintenance Q&A

Q:

Can I attain most or all of the 75 CPIM points or 100 CFPIM points from one category?

A:

You can accumulate points from any category in any combination. However, there is a limit of 60 CPIM points and 80 CFPIM points in the category of Presentations, Publications, and Educational Development.

Certification Maintenance Q&A

Q:

Will only APICS programs and activities count toward my Certification Maintenance?

A:

No. The goal of APICS Certification Maintenance is to show that you are pursuing lifelong learning. Thus, APICS does not limit your continuing professional development activities to APICS events.

Certification Maintenance Q&A

Q:

What type of documentation do I need to provide?

A:

The Professional Development Journal will help you track and document progress toward your Certification Maintenance during your five- year cycle. You should list in the journal your specific educational activities and their point value.

Certification Maintenance Q&A

Q:

How will I know when my five-year Certification Maintenance deadline is approaching?

A:

Your Certification Maintenance deadline will be listed on the mailing label of your Certification Maintenance mailings. APICS also will send you a reminder that your application deadline is approaching.

Certification Maintenance Q&A

Q:

What if I fail to submit my Certification Maintenance application on time?

A:

You will be notified in writing by APICS that your certification has been suspended. Accordingly, you will not be allowed to use the APICS certification designation and your designation will not be listed in any APICS publication until you have met the Certification Maintenance requirements.

Certification Maintenance Q&A

Q:

How do I reinstate my certification after it has been suspended?

A:

To reinstate your certification, you will be required to earn the 75 CPIM or 100 CFPIM core points, plus an additional 15 CPIM or 20 CFPIM points every year for each year that lapses past your deadline. If you do not meet the Certification Maintenance requirements within five years past your suspension date, you will be required to complete the full certification process.

Certification Maintenance Q&A

Q:

Instead of attaining the 75 points for CPIM or 100 points for CFPIM Certification Maintenance (and any penalties if I miss my deadline), can I simply retake and pass the certification exams?

A:

Yes. You can choose to complete the full certification exam process just as you did when you attained your original CPIM designation. For CFPIM, you must complete the full CFPIM certification process.

Certification Maintenance Q&A

Q:

If I earn more than the required points for Certification Maintenance, can I carry the additional points over to my next cycle?

A:

No. You can only earn points within your designated Certification Maintenance cycle.

Certification Maintenance Q&A

Q:

What is the amnesty period?

A:

The amnesty period is in effect through December 31, 2004, and offers 2003 and 2004 candidates an additional opportunity to apply for maintenance without having to earn the additional professional development points or to face suspension.

Certification Maintenance Q&A

Q:

What does it mean when an individual's certification is suspended?

A:

Suspended individuals may not use the CPIM or CFPIM designation and will not be credited with such in any APICS publication or employment inquiry. Suspension means that an individual's certification status has lapsed, and the individual is not currently considered CPIM or CFPIM.

Certification Maintenance Q&A

Q:

How will somebody verify of my CPIM designation?

A:

Anyone can simply call APICS and inquire if someone is certified or not. There will be a self serve database facility at www.apics.org in the future.

Certification Maintenance Q&A

Last Q:

When will our members be notified that their certification has been suspended?

A:

In January 2005, notice of suspension will be mailed to each CPIM and CFPIM due in 2003 or 2004 who does not maintain by December 31, 2004. Suspension letters will advise candidates of their status and will provide information on reinstating their certifications.

For More Information...

Visit **www.apics.org/Certification**

Call **(800) 444-APICS (2742)**
(703) 354-8851

E-mail **certmain@apicshq.org**