**PMP certification exam arrangements and fee.**

There are two types of PMI exams:

1. PMP (Project Management Professional) – To qualify for this exam, there are two requirements
	1. educational component (that will be covered by our courses) and
	2. work experience component (4,500 hours of leading and directing projects over the last 8 years).
2. CAPM (Certified Associate in Project Management) – This is for those who meet the educational requirements that our course offers but does not have the work experience.

Registering for the PMI exam:

* For the PMP application, the work experience is documented by including information for each project, such as project description, the person's role on the project, dates, hours, a contact person who can verify the information (if the application is audited), and a summary of the work that was done. In the courses, we provide many hints and tips to help people document their work experience.
* Once the application is filled out online (pmi.org), it is reviewed by PMI, which normally takes around 5 business days.
* Once accepted, payment is made and the exam can be schedule.

Below are details for registering for the exam:

Exam Fee:

* There is a discount on the exam if the applicant is a member of PMI.
* The PMP exam fee is $405 for PMI members and $555 for non-members
* The CAPM exam is $225 for PMI members and $300 for non-members.

Exam Locations

* PMI testing facility provider is Pearson VUE.
* All testing will be handled by Pearson.
* In addition, Pearson offers the possibility of having the exam proctored online (meaning someone can take the exam from their home or office with a proctor who monitors them over a laptop camera and screen share).

Exam Periods

* The PMP exam has 200 questions that must be answered in 4 hours or less. The CAPM has 150 questions in 3 hours or less.
* The PMP and CAPM are offered year round. Most testing centers allow people to select a morning, afternoon, or evening slot, and most offer the exams on weekends as well.

Exam Timing

* Our participants can submit their applications any time after the coursework is completed.
* It usually takes PMI up to 5 business days to review and approve the application.
* PMI randomly audits applications. If someone is audited, they will need to get signatures from the contact person for each project that was included. In the course, I walk through this in detail.
* Once the application is approved (and, if applicable, the audit is passed), payment for the exam is made.
* We recommend allocating 4-6 weeks of study before taking the exam. In the course, we provide detailed options for using that time as effectively as possible.
* With all this in mind, our participants could be taking the exam in the December/January timeframe if they are timely with their applications.