

## **Certification Exam Prep Training FAQ's**

### **Project Management Professional® (PMP®)**

**and**

### **Certified Associate in Project Management® (CAPM®)**

### **Certification**

#### **Q. What are the PMP® Eligibility Requirements?**

**A.** The PMP® Certification Exam Prep course is designed for the experienced Project Manager who meets the eligibility requirements as established by PMI®. To take the PMP® Certification Exam, applicants must complete an application at: [www.pmi.org](http://www.pmi.org) and provide documentation of either:

- High school diploma/global equivalent, **5 years** project management experience and **35 hours** of project management education.

**-OR-**

- A Bachelor's degree/global equivalent, **3 years** project management experience and **35 hours** of project management education.

#### **Q. What are the CAPM® Eligibility Requirements?**

**A.** The CAPM® Certification Exam Prep course is designed for the individual who meets the eligibility requirements as established by PMI®. To take the CAPM® Certification Exam, applicants must complete an application at: [www.pmi.org](http://www.pmi.org) and provide documentation of either:

- Secondary degree (high school diploma/associate's degree or the global equivalent)
- **23 hours** of project management education completed by the time you sit for the exam.

#### **Q. Why earn your PMP®?**

**A.** Over the past decade, the project management professional (PMP)® credential has become one of the most globally respected and coveted marks of professional distinction. Companies around the world are encouraging--and even requiring--their employees to obtain PMP certification.

## **Certification Exam Prep Training FAQ's Continued:**

### **Q. Do I have to become a member of PMI®?**

**A.** We recommend you join PMI® and here is why: We believe as a credentialed PMP®/CAPM® you have a responsibility to support and participate in professional project management organizations. PMI® is the global professional organization supporting the project management discipline. PMI® provides professional resources, a monthly PM Journal and support whenever needed. As a member, you will receive discounts for certification exams and local PMI® chapter events. Membership to PMI® is \$139 annually.

### **Q. Does the course registration fee include the cost for becoming a member of PMI?**

**A.** PMI membership is not included in the course registration fee. To become a member, visit: [www.pmi.org](http://www.pmi.org).

### **Q. How do I complete the PMI application?**

**A.** All credential applications are available online at: [www.pmi.org](http://www.pmi.org). Click on the "Apply for a Credential" button on the certification Web pages. Please note that any missing information on the application will delay processing.

### **Q. How much homework is involved?**

**A.** This course is only for those serious about passing the CAPM® or PMP® Certification Exams. Participants should be prepared to dedicate approximately 8-10 hours on average each week for outside study. This 10-week course fulfills the required training hours for the CAPM®/PMP® credentials as required by PMI. To sit for the CAPM® Exam you need 23 contact hours of project management training. To sit for the PMP® Exam you need 35 contact hours of project management training.

### **Q. Does this certify me to be a PMP® or CAPM®?**

**A.** No it does not. This class prepares you to sit for the CAPM® or PMP® Exam. The CAPM® and PMP® Exams are separate and provided at a local testing site. More information on the test locations will be provided to you by PMI® when you apply for your exam. This 10-week course fulfills the required training hours for the CAPM®/PMP® credential as required by PMI®.

### **Q. Do I receive a certificate upon completing the course?**

**A.** Yes. On the last day of class, you will receive a Certificate of Completion reflecting only the hours of classes you attended. If you get audited, you will need to send a copy to PMI.

### **Q. Where do I take the exam?**

**A.** CAPM® and PMP® exams are administered at Pearson VUE testing locations. Link to find a Test Center near you: <https://home.pearsonvue.com/>

## Certification Exam Prep Training FAQ's Continued:

### **Q. Is an online Proctored Exam offered for CAPM® Certification Exam?**

**A.** Yes you can conveniently and easily take an exam in the comfort of your home or office while being monitored by an offsite proctor. **Learn more** about online proctoring: <https://www.pmi.org/certifications/types/certified-associate-capm/exam-prep/online/requirements>

### **Q. What is the format of the PMP® Certification Exam?**

**A.** The PMP® certification exam is 4-hour duration and consists of 200 multiple-choice questions, 4 responses to each question. Out of these 200 questions, 175 questions are scored and considered toward your final score calculation, while the remaining 25 questions are pre-release questions that are not scored.

### **Q. What is the format of the CAPM® Certification Exam?**

**A.** The CAPM® certification exam is 3-hour duration and consists of 150 multiple-choice questions, 4 responses to each question. Out of these 150 questions, 135 questions are scored and considered toward your final score calculation, while the remaining 15 questions are pre-release questions that are not scored.

### **Q. Can I find out what grade I received on my CAPM® or PMP® Exam?**

**A.** You will be given a Pass or Fail result automatically at the end of the exam.

### **Q. Are the CAPM® or PMP® Exam fees included in the course registration?**

**A.** The exam fee is not included. It must be paid directly to PMI as part of the application process.

- The CAPM® Exam Fee for PMI® members is \$225 and \$300 for non-members.
- The PMP® Exam Fee for PMI® members is \$405 and \$555 for non-members.
- PMI Membership cost is \$139.

### **Q. How do I register for the CAPM® or PMP® Certification Exam Prep course?**

**A.** Individuals and groups can register at: [www.JourneyConsulting.org](http://www.JourneyConsulting.org). Registration and payment is required before you start the course. If you would like more information, feel free to contact Journey Training Institute via:

Email: [info@JourneyConsulting.org](mailto:info@JourneyConsulting.org)

Phone: 585-317-4659

Webpage: [http://journeyconsulting.org/contact\\_us](http://journeyconsulting.org/contact_us)

We are always glad to help!

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