



American Society of Professional Estimators

Mission Statement

The American Society of Professional Estimators serves construction estimators, by providing education, fellowship and opportunity of professional development.

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ASPE Certification Self-Paced Program



▶ Is it Time for You to Become a Certified Professional ?

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- > Why Become a Certified Professional
- > Ready.....Set.....Go! Completing the Self-Paced Program
- > Maintaining Your Certification

ASPE Certification

Brief History of The ASPE Certification Program

Although the founders of ASPE and the first six chapters had previously discussed the concept of certification, it was not until 1974 that the Society embarked on this program. The first National Director was appointed, and assigned responsibilities for developing tests in the various CSI disciplines. In addition, the National Board accepted a preliminary format for testing.

In 1975, the Society explored seeking outside help in the area of test development. Several firms, including Educational Testing Service (ETS) in Princeton, New Jersey, were contacted to submit proposals and fee schedules. During the year, a series of meetings were held to review examination procedures, test questions, and testing agency presentations. After considering the economic impact of hiring a consultant, the Society decided to involve all chapters to implement the exam process. The National Board approved ETS's recommendation to establish a peer group that would undergo the planned testing procedure. This core group would create a staff to administer the evaluation of other candidates for certification. The final accomplishment of that year was the first draft of the Certification application.

1976 was a banner year for ASPE. The Society formed the Code of Ethics to supplement certification, introduced Standards and rewrote the national bylaws to encompass the program. In May, the National Board officially adopted the tenets of certification including the Certification application, the Code of Ethics, and certified members of the Executive Committee as the initial peer group. Applications were then distributed to the entire membership. Over 300 Professional Evaluation Applications were processed in August, and 233 individuals were accepted for certification in 11 of the 16 CSI divisions.

The Long-Range Planning Task Force comprised of past National Presidents, asked the Society to develop a "generic" test in February 1984. This exam would be available to all members regardless of their specialty and/or the existence of a discipline test. In the ensuing four years, the Certification Test Development Committee authored, critiqued, and administered the first General Estimating Knowledge Exam in May 1988. In addition, the Society drew up plans for Continuing Certification to keep estimators abreast of new advances in their profession and to ensure continued educational and Society involvement.

Since 1988 the Certification Program has expanded to include several Discipline Specific Tests (DST's). The number of DST's available for testing purposes is always increasing. The goal was to develop the primary disciplines first. The first exam developed was for General Contracting estimators, followed by Electrical, Mechanical HVAC Piping, HVAC Sheet Metal, Plumbing, Concrete, Roofing, Drywall and others. All disciplines do not necessarily have a test developed, nor will all disciplines have a test. The tests developed are done so based primarily upon demand. All tests are continually reviewed and updated.

Dedicated members have served in various capacities over the years to keep certification in the forefront as one of the six fundamental purposes of our organization. The program's future course will continue to be charted by a desire for excellence, to indicate the Society's level of professionalism in the industry, and to focus on the improvement of each estimator's skills.

ASPE Certification

2007-2008 National Certification Board

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ASPE Certification

Maintaining Your Certification

Are you a Certified Professional Estimator (CPE)? Were you certified after 1988? Are you required to renew your certification every three years? The National Certification Board has re-named the Continuing Certification Program to Certification Renewal.

The Construction Industry changes continually and the Professional Estimator must be aware of these changes and be able to evaluate their impact upon his/her trade. We, as a Society, must show the industry and the public that the CPE is a highly educated and motivated person who maintains his/her level of knowledge through continued education and interaction with others in the industry.

How do you go about renewing your Certification? Over a three-year period, you need to accumulate 30 points. These points must be earned from at least three (3) of the following levels:

A. National Society Level—Points can be gained from participation on the national level of our Society or general activity such as proctoring an exam, conducting a workshop, or writing an article for publication in Estimating Today.

B. Society Committee Level—If you are not into group participation, points can be gained by making contributions to the Standards, reviewing technical papers or DST Questions and Problems, or by writing Questions and Problems for developing test.

C. Regional Level—Participate or make a presentation at meetings, activities, seminars, or workshops.

D. Chapter Level—Officer, Director, Committee Chairman, Committee Member, monthly meeting attendance, published articles for newsletter, chapter activities.

E. Educational Level—Points are awarded for attending courses or seminars to encourage CPE's to pursue continuing education. Teach estimating class, guest lecturer, speaker for construction seminars, attend estimating courses, attend construction seminars.

F. Professional Level—Points are awarded based upon your job description.

G. Publication Level—Publish estimating book, publish technical paper.

H. Industry Level—Contribute time and effort to estimating profession or to other construction associations.

I. Professional Registration—Professional Engineer, Architect, Surveyor

The number of points allowed vary according to the activity and involvement. Earning the required points over a three-year period takes no more effort than actively being an Estimator participating in Society activities and construction education. Your chapter Certification Chairman or your Regional Certification Board Representative can answer questions regarding your Certification Renewal.

ASPE Certification

Top 10 Reasons to Become ASPE Certified

Everybody knows that MD following an individual's name means Medical Doctor. And most people know that CPA signifies Certified Public Accountant. Associations and professions use certification to recognize qualified and competent individuals. The certification process is one of the single most important steps in career development. Here are the top ten reasons an estimating professional should consider becoming ASPE—Certified.

1. **Certification grants you professional credentials.** Since it recognizes your individual accomplishments, ASPE's certification serves as an impartial, third-party endorsement of your knowledge and experience on a national, even international basis.
2. **Certification demonstrates your commitment to the construction industry and estimating profession.** Receiving ASPE certification shows your peers, supervisors and, in turn, the general public, your commitment to your chosen career and your ability to perform to set standards.
3. **Certification enhances the profession's image.** ASPE's certification program seeks to grow, promote and develop certified professionals, who can stand "out in front" as examples of excellence in the construction industry.
4. **Certification reflects achievement.** ASPE certification is a reflection of personal achievement because the individual has displayed excellence in his or her field by meeting standards and requirements established by the entire construction industry.
5. **Certification builds self-esteem.** ASPE certification is a step toward defining yourself beyond a job description or academic degree while gaining a sense of personal satisfaction.
6. **Certification can improve career opportunities and advancement.** ASPE certification can give you the "edge" when being considered for a promotion or other career opportunities. ASPE certification clearly identifies you as an employee who has demonstrated competency in specific areas based on accepted industry standards.
7. **Certification may provide for greater earning potential.** Many estimating professionals who have become certified experience salary increases based on their certification status. ASPE certified professionals are in high demand through the country.
8. **Certification improves skills and knowledge.** Typically, achieving ASPE certification requires training, study and "keeping up" with changing technology. ASPE certification showcases your individual competence by confirming proficiency and knowledge.
9. **Certification prepares you for greater on-the-job responsibilities.** Since ASPE certification is a clear indicator of your willingness to invest in your own professional development. Certified professionals are aware of the constantly changing technology and environment around their profession and possess the desire to anticipate and respond to change.
10. **Certification offers greater recognition from peers.** As an ASPE certified professional, you can expect increased recognition from your peers for taking that extra step in your professional development.

ASPE Certification

New Self Paced Certification Program

In response to requests from ASPE members, the National Certification Board has revised the schedule of the program to achieve Certified Professional Estimator status. The timing of the whole process has been reduced from about 18 months to just 6 months. Each year there will be two cycles for candidates to enter and complete the certification process. (Candidates need to understand that all days in the cycle are calendar days; time extensions for holidays are not allowed.)

The Five Steps to Certification

- 1. Submit Applications and Fees** – Candidate’s Workshop application and Professional Application no later than 35 Days prior to Cycle Start Date.
- 2. Complete Online Workshop** – Must be completed within 35 days from notification of acceptance to the program. If not completed in allotted time candidate has to re-apply for workshop and pay workshop fee again.
- 3. Write 2500+ Word Technical Paper** – The paper is to be completed within 100 days from the original scheduled workshop completion date. Paper will be graded and must pass prior to testing. The candidate will be given an opportunity to re-submit paper if a failing grade is received. It is very important to keep in mind that this 100 day timeframe includes re-submittals.
- 4. Take GEK Test** (140 days from workshop completion) – This 4 hour test is to be taken prior to final day of cycle – Candidate should schedule test with his/her proctor. The SBO has to be notified of this schedule in order to have test ready. One re-take of test will be allowed.
- 5. Take DST Test** (140 days from workshop completion) – This 8 hour test is to be taken prior to final day of cycle— Candidate should schedule test with his/her Proctor. The SBO has to be notified of this schedule in order to have test ready. If Questions and Problems are being written in lieu of DST Test, the Q&P’s must be submitted prior to the last day of the cycle. One re-take of test will be allowed.

Candidates that fail to complete any portion of the process within the time allowances, will forfeit all fees and be required to re-apply to the next cycle.



ASPE CPE SCHEDULE

ACTIVITY	Cycle: March 1	Cycle: September 1
	Must be completed by:	Must be completed by:
Applicant submits CPE paperwork and all fees to SBO. Paperwork must have all signatures.	January 26th	July 28th
SBO scans in applicant’s paperwork & emails to CPE Board for review and approval.	February 1st	August 3rd
CPE Board reviews applicant’s paperwork, votes on approval & chooses topic of technical paper. Board members send votes and paper topic to CPE Board chairperson.	February 11th	August 13th
CPE Board chairperson tallies Board votes and paper topic. Chairperson sends Board results to SBO.	February 16th	August 18th
SBO notifies applicant of the results CPE board review via Fax or Email.	February 21st	August 23rd

APPLICATION PROCESS COMPLETE

CYCLE STARTS	MARCH 1ST	SEPTEMBER 1ST
Candidate completes the online workshops	April 4th	October 5th
Candidate completes the technical paper. Paper must be complete prior to taking the GEK and DST exams.	July 13th	January 9th
Candidate arranges for and completes GEK and DST test OR completes and submits DST questions and 2 problems.	July 18th	January 14th
Technical paper graded and returned to candidate.	August 2nd	January 29th
GEK and DST tests returned to SBO by testing proctors.	July 23rd	January 19th
SBO grades tests and sends results to CPE Board members. SBO also sends results of technical paper grade.	August 2nd	January 29th
CPE Board certifies paper grade and test grades. Notifies SBO of approval of CPE status.	August 5th	February 3rd

CYCLE ENDS AT DAY 180

AUGUST 27TH

FEBRUARY 27TH