



International Cost Estimating and Analysis Association

APPLICATION FOR RECERTIFICATION THROUGH ACCUMULATION OF POINTS

This submission is for the period from (DD/MM/YYYY) through (DD/MM/YYYY).

Name of Candidate:

Last Certification: CCEA®/CPP/CCEA-P # Email Address:

Current Title: Daytime Phone

Company:

Your Mailing Address

Complete this form to report all points you have earned for the 5-year period from your date of certification. Please email the application and supporting documentation to: iceaa@iceaaonline.org (preferred) and pay your recertification fee online through the ICEAA Member Portal or keep a copy for your records and send the original along with the recertification fee of \$125.00 for members and for military and government nonmembers; and \$250.00 for other non-members to Director of Certification, ICEAA, 4115 Annandale Road, Suite 306, Annandale, VA 22003.

Continued certification as a Certified Cost Estimator/Analyst (CCEA®) or as a Certified Parametric Practitioner (CPP) by the International Cost Estimating and Analysis Association can be achieved by testing or by a combination of experience, knowledge attainment and/or sharing and participation in the cost community and their associations. This form is to be used by current certification holders who are applying for recertification on the basis of points earned. Unoriginal forms and submissions that are disorganized, lacking proper substantiation, spanning more than a 5-year period, or covering the incorrect 5-year period will be returned to sender for rework and resubmission. Recertification every five years is required to maintain your certification. A minimum of 30 points is required for continued certification without taking the test. The Director of Certification will make final decisions on the points allowed.

List only programs and activities that have occurred during the five year period from your date of certification. It is important that all relevant information be completed on this form and evidence provided as requested.

FOR ICEAA USE ONLY. DO NOT WRITE IN THIS SECTION

PROFESSIONAL EVALUATION

TOTAL POINTS CLAIMED
TOTAL POINTS ALLOWED

RETURNED FOR ADDITIONAL INFO

NAME (Date) DATE

REVIEWED BY:

ACTION COMPLETED Director of Certification (date)

The Recertification Committee has identified a wide variety of educational endeavors and leadership activities through which recertification qualification can be identified. These programs and activities are listed by category. The Committee will continuously review other programs and activities to identify those which, in its judgment, merit inclusion.

I. PROFESSIONAL EXPERIENCE POINTS

Experience in cost related employment.

Employer	Title	From	To	3/Year
_____	_____	_____	_____	
_____	_____	_____	_____	
_____	_____	_____	_____	
_____	_____	_____	_____	

Include a one paragraph job description for each entry on an attached sheet

II. PARTICIPATION AND AWARD POINTS

A. Active Membership in Cost Estimating & Analysis Organizations

1/Year

From (Mo/Yr)	To	Organizations
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

B. Leadership Positions In Cost Estimating and Analysis Organizations

Attach statement by appropriate National, Regional or Chapter President/Chairperson attesting to your service.

1. National Level: Executive Board Member, Board of Directors, President, Regional VP/Director, or Committee Chair or Regional Director

3/Year

Organization	Dates of Meetings Attended
_____	_____
_____	_____

2. Chapter Level: President, Chapter Officer or Committee Chair Officer

2/Year

Years	Organization
_____	_____
_____	_____

3. Committee Member National/Region/Chapter

1/Year

Years	Organization
_____	_____
_____	_____

4. Participation/Service to Society Roles Service

.5/Year

Date	Comment
_____	_____

C. Awards for Outstanding Contributions in Cost Estimating/Analysis

Attach a copy of each citation or award for evaluation by the Recertification Committee.

1. National Award from Cost Estimating and Analysis Association Award

3/Award

Date Presented

2. Local Cost Estimating and Analysis Association Chapter Award Award

2/Award

Chapter	Date
_____	_____
_____	_____

3. Awards from Other Professional Organizations related to Cost Estimating or Analysis Award

1/Award

Society	Date
_____	_____
_____	_____

III. KNOWLEDGE ATTAINMENT AND SHARING POINTS

A. KNOWLEDGE ATTAINMENT

1. University Sponsored Education Programs & Courses

1/Sem Hour or CEU

Participation in formal education programs when the subject matter relates directly to cost estimating or analysis subjects. Provide a one paragraph syllabus of each course on a separate sheet and evidence of course completion for evaluation by the Recertification Committee. Evidence of completion should be in the form of an informal transcript or CEU certificate. (Examples include: Economics, Statistics, Engineering, Operation Management, Finance, Accounting, Math, and Sciences)

Institution	Hrs	Course	Year
_____	_____	_____	_____
_____	_____	_____	_____

2. Association or Industry Sponsored Cost-Related Training, Public Seminar or Educational Forum

1/ 10 Hours

Must show documentation of training and attendance.

Course	Hrs	Year
_____	_____	_____
_____	_____	_____

B. KNOWLEDGE SHARING

1. Editor, Cost Estimating & Analysis Publication

3/Year

Publication	Years
_____	_____
_____	_____

2. Referee for a professional Journal related to Cost Estimating & Analysis

1/Article

Include statement by editor attesting to service for each article claimed

Title	Date
_____	_____
_____	_____

3. Published Articles

3/Article
5/Refereed Article

Each article published on cost estimating or analysis subjects. Articles must be attached to this form for evaluation by the Recertification Committee and should be noted as refereed or not refereed.

Title	Publication	Date
_____	_____	_____
_____	_____	_____

4. Instruction in Cost Estimating/Analysis

Up to 2/Session

Complete the information requested below and attach a statement from the appropriate event organizer, training chair, ICEAA officer or other official attesting to the training session/class you developed and delivered. Examples include: Conference training sessions, Chapter training workshops, corporate training courses, etc. 1 point per presentation up to 90 minutes in duration; 2 points for presentations over 90 minutes.

Course/Workshop Title	Sponsoring Organization	Attendance #	Date	Session Duration
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

5. Speeches or Presentations related to Cost Estimating/Analysis

Up to 2/Event

Complete the information requested below and attach a statement from the appropriate event organizer, conference chair, ICEAA officer or other official attesting to the speech/presentation you developed and delivered. Examples include: Conference keynote speaker or panelist, Chapter luncheon/event speaker, Corporate speaker, etc. 1 point per presentation up to 90 minutes in duration; 2 points for presentations over 90 minutes

Speech/Presentation Title	Sponsoring Organization	Attendance #	Date	Session Duration
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

6. Attendance at Annual Cost Estimating & Analysis Conferences

2/Conference Attended

(May include ICEAA, ISPA, DODCAS, etc.)

Location	Year	Organization
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____