

APICS
CSCP
2009

I N T E R N A T I O N A L

Exam Registration Bulletin

Procedures for exams administered outside North America in 2009

The APICS CSCP Program

The APICS Certified Supply Chain Professional (CSCP) program is recognized worldwide as the premier supply chain management education and certification program.

The APICS CSCP program takes a broad view of operations, extending beyond internal operations to encompass the entire supply chain—from supplier, through the company, to the end consumer. The program provides professionals with the knowledge necessary to understand and manage the integration and coordination of end-to-end supply chain activities. The APICS CSCP program is divided into four modules to provide participants with the best possible educational assessment and knowledge base.

More than 5,000 professionals have earned the APICS CSCP designation since the program was introduced in 2006. By earning the APICS CSCP designation, you demonstrate that you have mastered the APICS supply chain management body of knowledge and that you are committed to the profession. Individuals must pass one comprehensive exam to earn the APICS CSCP designation.

Certification Maintenance

To promote professional growth and lifelong learning, APICS CSCP designees must complete a Certification Maintenance program every five years. For more information, access the APICS Web site at apics.org.

ABOUT APICS

APICS The Association for Operations Management is the global leader and premier source of the body of knowledge in operations management, including production, inventory, supply chain, logistics, purchasing, and materials management. Since 1957, individuals and companies have relied on APICS for its superior training, internationally recognized certifications, comprehensive resources, and worldwide network of accomplished industry professionals. To learn more about the APICS community, visit apics.org.

ABOUT ACT

ACT is a not-for-profit assessment and research organization known for its commitment to high-quality services and on-time delivery. Since its founding in 1959, ACT has emerged as one of the foremost providers of educational testing and research services in the world. With more than 80 professional associations, agencies, and corporate clients, ACT processes more than 2 million registration forms and distributes 3.5 million test booklets each year.

APICS INTERNATIONAL

CERTIFICATION ADMINISTRATORS

Each APICS international certification administrator serves as the contact person for the APICS certification exams in a specific country. APICS certification administrators will assist candidates with any questions about the certification exams, registration procedures, and fees. See pages 4 and 5 for contact information of the certification administrator serving your area.

PLANNING FOR APICS CSCP EXAM

Eligibility Application Deadline	Exam Registration Deadline*	Exam Date
January 23	February 6	March 21
April 24	May 8	June 20
October 16	October 30	December 12

* The registration deadline is the deadline for APICS' receipt of all registrations from the certification administrators. Certification administrators will require candidate registrations and payment in advance of this date.

Exam Locations

The following locations are preliminary. Contact the certification administrator in your area to determine where the APICS CSCP exam will be available.

ARGENTINA Buenos Aires	DOMINICAN REPUBLIC Santo Domingo	KOREA Seoul	SPAIN Barcelona Madrid Zaragoza
AUSTRALIA Adelaide Brisbane Melbourne Perth Sydney	FRANCE Annecy Paris	MALAYSIA Kuala Lumpur Penang	SWEDEN Göteborg Lund Stockholm
AUSTRIA Vienna	GERMANY Bad Sackingen Frankfurt	THE NETHERLANDS Utrecht	SWITZERLAND Sursee
BELGIUM Brussels	INDIA Bangalore Chennai Hyderabad Kolkata Mumbai Nashik New Delhi Pune	NEW ZEALAND Auckland Christchurch Dunedin Hamilton Nelson Wellington	TAIWAN Hsin Chu Taipei
BRAZIL Joinville Rio de Janeiro São Paulo		PHILIPPINES Cebu City	THAILAND Bangkok
BULGARIA Sofia	INDONESIA Jakarta	PORTUGAL Lisbon	TURKEY Istanbul
CHINA Beijing Hong Kong Shanghai Shenzhen	IRELAND Cork Dublin Galway Limerick	SAUDI ARABIA Dhahran	UNITED ARAB EMIRATES Dubai
COLOMBIA Bogota	ITALY Milan	SINGAPORE Singapore	UNITED KINGDOM London
COSTA RICA San José	JAPAN Tokyo	SOUTH AFRICA Cape Town Johannesburg Port Alfred	
DENMARK Copenhagen			

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APPLYING FOR ELIGIBILITY

Eligibility Requirements

To be eligible to register for and take the APICS CSCP exam, a candidate must meet **one** of the following criteria:

- Bachelor's degree or equivalent plus two years of related business experience, **or**
- CPIM, CFPIM, CIRM, or C.P.M. designation plus two years of related business experience, **or**
- Five years of related business experience.

Candidates must submit an application to document eligibility to take the APICS CSCP exam. APICS will review all applications and will notify applicants whether their application is approved or denied. Candidates whose applications are approved will receive notice of authorization to test. Candidates whose applications are not approved will receive notice that they are not eligible to test and information on why their applications were denied.

APICS CSCP Eligibility Applications

Please see page 1 for your eligibility deadline. APICS will review all applications and notify candidates of their status within two weeks of receipt. Applications received by APICS after the deadline will not be considered for the upcoming administration. There is no processing fee associated with the applications.

Application Procedures

1. Obtain an APICS customer number. If you are already an APICS member, your membership number is your APICS customer number. If you cannot remember your APICS customer number or do not have an APICS customer number, contact the certification administrator for assistance. Your APICS customer number remains the same throughout the certification process. Please keep it on file and use it whenever you register for exams or order materials.
2. Complete the eligibility application online. Visit apics.org/CSCP to access the online form. In order to ensure that your APICS CSCP eligibility application is processed, complete all requested information and submit your application prior to the eligibility application deadline.

Or

If you do not wish to apply online, you may download a copy of the APICS CSCP eligibility application from the APICS Web site at apics.org/CSCP. Complete the application, which must contain your signature and the date. Return the completed application to APICS by the deadline listed on page 1. Applications received after this date will not be processed for that administration.

Completed applications should be sent to:

APICS
CSCP Application
8430 West Bryn Mawr Avenue
Suite 1000
Chicago, IL 60631-3439
USA
or Fax: (773) 639-3171

3. APICS will review applications and notify candidates via e-mail of their eligibility status within two weeks of receipt. Candidates will receive either an authorization to test notice, which indicates that the candidate's application was approved, or a notice that the application was denied. Candidates who receive an authorization to test notice may proceed with the APICS CSCP exam registration.

REGISTERING FOR THE EXAM

Exam Registration

Candidates must have an authorization to test notice from APICS to register for the APICS CSCP exam.

Registration fees vary by country. Please contact the certification administrator serving your area for information (see pages 4 and 5 for contact information). An administrative fee is included in the registration fee charged to all international candidates registering for exams. The administrative fee, which covers costs incurred by APICS certification administrators, must be paid to the APICS certification administrator. The APICS certification administrator has the right to withhold the registration confirmation from any candidate who does not pay registration fees in full.

1. Contact the APICS international certification administrator (see list beginning on page 4) in your area for up-to-date information on locations. The certification administrator also will provide you with information on registration fees, accepted forms of payment, registration deadlines, and general procedures.
2. You must have an APICS customer number to register. If you do not remember your APICS customer number, contact the certification administrator. It is important that you use the same customer number to register for each exam throughout the certification process. The use of a single customer number enables APICS to accurately merge your testing information into your APICS records.
3. Photocopy and complete the registration form on page 3.
4. Forward your completed registration form and registration fee payment directly to the certification administrator.

APICS INTERNATIONAL CERTIFICATION ADMINISTRATORS

Following are the APICS international certification administrators and the countries they serve. Contact the certification administrator serving your area for registration and fee information.

Central and South America

ARGENTINA

IEEC - Instituto de Estudios para la Excelencia Competitiva
Laprida 2080
1425 Buenos Aires
Argentina
Phone: 54 11 4806 0555
Email: admisiones@ieec.edu.ar
Web: www.ieec.edu.ar
Exam Cities: Buenos Aires

BRAZIL

ABAI - Associação Educação em Administração Empresarial
Rua Fernandes Moreira, 1.166
Chácara Santo Antônio
04716-003 São Paulo/SP
Brazil
Phone: 55 11 5184 1710
Email: diretoria@abai.com.br
Web: www.abai.com.br
Exam Cities: Joinville, Rio de Janeiro, São Paulo

COLOMBIA

CAPICS
See: Costa Rica
Exam Cities: Bogotá

COSTA RICA

CAPICS
Suite 506-142
7805 NW 15th Street
Miami, Florida 33126-1109
USA
Phone: 506 233 6771
Email: registro@capics.com
Web: www.capics.com
Exam Cities: San Jose

DOMINICAN REPUBLIC

STEAM
Avenida Nuñez de Cáceres esq. Gustavo Mejía Ricart
Plaza San Michelle, Sótano C-2,
Oficina No. 19
Urbanización Los Prados, Santo Domingo
Dominican Republic
Phone: 809 547 3077
Email: admin@steamdo.com
Web: www.steamdo.com
Exam Cities: Santo Domingo

Europe, Middle East, & Africa

AUSTRIA

PMI - Production Management Institute
See: Germany
Exam Cities: Vienna

BELGIUM

CIM-CIL Technology Transfer Center
Tramstraat 61
Zwijnaarde B-9052
Belgium
Phone: 32 9 241 5662
Email: info@cimcil.be
Web: www.cimcil.be
Exam Cities: Brussels

BULGARIA

Symix Bulgaria
91B Maria Luisa Blvd. Fl. 2
Sofia 1202
Bulgaria
Phone: 35 92 931 1908
Email: info@symix.bg
Web: www.symix.bg
Exam Cities: Sofia

DENMARK

DRF
Hamborgskovvej 1
DK 4800 Nykobing Falster
Denmark
Phone: 45 7022 0004
Email: info@effektivitet.dk
Web: www.effektivitet.dk
Exam Cities: Copenhagen

FRANCE

MGCM
10 rue des Trois Fontanot
92000 Nanterre
France
Phone: 33 1 4967 0606
Email: mgavaud@mgcm.com
Web: www.mgcm.com
Exam Cities: Annecy, Paris

GERMANY

PMI - Production Management Institute
Lena-Christ-Strasse 50
D-82152 Planegg/München
Germany
Phone: 49 89 857 6146
Email: office@pmi-m.de
Web: www.pmi-m.de
Exam Cities: Bad Säckingen, Frankfurt

IRELAND

IPICS - The Supply Chain Management Institute
Unit 2A, Kilnap Business & Technology Park
Old Mallow Road
Cork City
Ireland
Phone: 353 21 490 9700
Email: enquiries@ipics.ie
Web: www.ipics.ie
Exam Cities: Cork, Dublin, Galway, Limerick

ITALY

AIGI - Associazione Italiana per la Gestione Industriale
Via Corno di Cavento, 5
I-20148 Milano
Italy
Phone: 39 24 870 1706
Email: aigi.net@aigi.net
Web: www.aigi.net
Exam Cities: Milan

THE NETHERLANDS

vLm - Vereniging Logistiek management
Softwareweg 4
3821 BP Amersfoort
The Netherlands
Phone: 31 33 454 5969
Email: info@vlmnet.nl
Web: www.vlmnet.nl
Exam Cities: Utrecht

PORTUGAL

APLOG - Associação Portuguesa de Logística
Miraflores
Alameda Antonio Sergio 22-9°C
1495-132 Alges
Portugal
Phone: 351 21 413 5740
Email: fernando.afonso@aplog.pt
Web: www.aplog.pt
Exam Cities: Lisbon

SAUDI ARABIA

SAPICS - The Association for Operations Management of Southern Africa
See: South Africa (March administration only)
(For information regarding other 2009 administrations, please contact international@apics.org)
Exam Cities: Dhahran

SOUTH AFRICA

SAPICS - The Association for Operations Management of Southern Africa
P.O. Box 14080
Vorna Valley, Midrand 1686
South Africa
Phone: 27 11 805 5677
Email: mail@sapics.org.za
Web: www.sapics.org.za
Exam Cities: Cape Town, Johannesburg, Port Alfred

SPAIN

CEL - Centro Español de Logística
Goya, 41-2ºdcha
28001 Madrid
Spain
Phone: 34 91 781 1470
Email: cel@cel-logistica.org
Web: www.cel-logistica.org
Exam Cities: Barcelona, Madrid, Zaragoza

SWEDEN

PLAN - The Association for Logistics Professionals
 P.O. Box 533
 10131 Stockholm
 Sweden
 Phone: 46 824 1290
 Email: info@plan.se
 Web: www.plan.se
 Exam Cities: Gothenburg, Lund, Stockholm

SWITZERLAND

FSS - Full Speed Systems AG
 Geschäftsleitung
 Industriepark LC3
 CH-6252 Dagmersellen
 Switzerland
 Phone: 41 62 748 4545
 Email: apics@fss-group.com
 Web: www.fss-group.com
 Exam Cities: Sursee

TURKEY

Symix Bulgaria
 See: Bulgaria
 Exam Cities: Istanbul

UNITED ARAB EMIRATES

SAPICS - The Association for Operations Management of Southern Africa
 See: South Africa (March administration only)
 (For information regarding other 2009 administrations, please contact international@apics.org)
 Exam City: Dubai

UNITED KINGDOM

IPICS - The Supply Chain Management Institute
 See: Ireland
 Exam Cities: London

Asia-Pacific**AUSTRALIA**

Australasian PICS New South Wales Chapter
 Suite 703, Level 7
 Westfield Office Towers
 159-175 Church Street
 Paramatta, NSW 2150
 Australia
 Phone: 61 2 9891 1411
 Email: apicsnsw@ozemail.com.au
 Web: www.nsw.apics.org.au
 Exam Cities: Sydney, Adelaide (South Australia)

Australasian PICS Queensland Chapter
 c/o Integral Business Systems
 265 Brisbane Street, First Floor
 Ipswich, QLD 4305
 Australia
 Phone: 61 7 3282 8393
 Email: apicsqld@gil.com.au
 Web: www.qld.apics.org.au
 Exam Cities: Brisbane

Australasian PICS Victoria Chapter
 Suite 8
 79 Chetwynd Street
 North Melbourne, VIC 3051
 Australia
 Phone: 61 3 9328 4477
 Email: apicsvicevents@bigpond.com
 Web: www.vic.apics.org.au
 Exam Cities: Melbourne

Australasian PICS Western Australia Chapter
 c/o Par Excellence
 Level 1/220 St. George's Terrace
 Perth WA 6000
 Australia
 Phone: 61 8 9322 1444
 Email: apicswa@apics.org.au
 Web: www.wa.apics.org.au
 Exam Cities: Perth

CHINA

ASCMS - Allied Supply Chain Management Solutions
 Room 407, Building 2, Professional Development Center
 Shanghai Institute of Foreign Trade
 620 Gubei Road
 Shanghai 200336
 China
 Phone: 86 21 6445 8640
 Email: cpim@ascms.com
 Web: www.ascms.com
 Exam Cities: Beijing, Hong Kong, Shanghai, Shenzhen

INDIA

KnoWerX Education (India) Pvt. Ltd
 C-1 Avon Plaza- I
 Thakur Complex
 Kandivili (East)
 Mumbai, MH 400 101
 India
 Phone: 91 22 2854 3291
 Email: mumbai@knowrx.com
 Web: www.knowrx.com
 Exam Cities: Bangalore, Chennai, Hyderabad, Kolkata, Mumbai, Nashik, New Delhi, Pune

INDONESIA

IPOMS - Indonesian Production and Operations Management Society
 Lab. Manufaktur TIUI
 Departemen Teknik Industri, Fakultas Teknik
 Universitas Indonesia
 Kampus UI-DEPOK
 Depok 16424
 Indonesia
 Phone: 6221-9914-0612
 Email: sec@ipoms.web.id
 Web: www.ipoms.web.id
 Exam Cities: Jakarta

JAPAN

ASCMS - Allied Supply Chain Management Solutions
 See: China
 Exam Cities: Tokyo

KOREA

Korean PICS
 1-911 Morning Tower
 Baekseok-Dong, Ilsan Gu
 Goyang-Si KK, Korea 410-817
 Korea
 Phone: 82 31 902 8533
 Email: service@kpics.org
 Web: www.kpics.org
 Exam Cities: Seoul

MALAYSIA

MPICS - Malaysian PICS
 Lot 311, 3rd Floor
 Menara Mutiara Majestic PJ
 15 Jalan Othman
 46000 Petaling Jaya, Selangor
 Malaysia
 Phone: 60 3 7783 8376
 Email: info@mpics.org
 Web: www.mpics.org
 Exam Cities: Kuala Lumpur, Penan

NEW ZEALAND

NZPICS - Association for Operations and Supply Chain Professionals
 PO Box 112066
 23 Fairfax Avenue
 Penrose, Auckland
 New Zealand
 Phone: 64 9 525 1525
 Email: enquiries@nzpics.org.nz
 Web: www.nzpics.org.nz
 Exam Cities: Auckland, Christchurch, Dunedin, Hamilton, Nelson, Wellington

PHILIPPINES

Australasian PICS Region Secretariat
 P. O. Box 576
 Crows Nest NSW 1585
 Australia
 Phone: 61 2 9431 8650
 Email: apics@apcaust.com.au
 Web: www.apics.org.au
 Exam Cities: Cebu City

SINGAPORE

SIMM - Singapore Institute of Materials Management
 Level 3, PICO Creative Centre
 20 Kallang Avenue
 339411 Singapore
 Singapore
 Phone: 65 6 295 4427
 Email: info@simm.org.sg
 Web: www.simm.org.sg
 Exam Cities: Singapore

TAIWAN

Anser Consulting
 481, 8F, Sec. 2, Kuang-Fu Road
 Hsin-chu 30071
 Taiwan
 Phone: 886 3 561 2888
 Email: service@eanser.com.tw
 Web: www.anser.com.tw
 Exam Cities: Hsin Chu, Taipei

THAILAND

TLAPS - Thai Logistics and Production Society
 73/71 Moo 6 Soi Bonpeam
 Ngarmwongwan Road, Tungsoorhong, Laksi
 Bangkok 10210
 Thailand
 Phone: 66 2953 4445
 Email: info@tlaps.or.th
 Web: www.tlaps.or.th
 Exam Cities: Bangkok

AFTER YOU HAVE REGISTERED

Confirmation Notice

After your registration has been processed, the certification administrator will provide you with a registration confirmation. If you have not received your confirmation within two weeks before the scheduled exam date, contact the certification administrator immediately. Each confirmation lists the candidate's name, address, and APICS customer number; the test location; the name of the exam to be taken; reporting time; and other important information. Candidates should verify that the information on the confirmation is correct. If any information is not correct, candidates should contact the certification administrator immediately.

Changes and Cancellations

To reschedule your registration to the next available paper-and-pencil administration in the same country (if the registration deadline for the next administration has not already passed), send a written request to the certification administrator no later than 35 days before the scheduled exam date. You may reschedule an exam registration for the next available administration only once during the year.

To cancel your registration, send a written request to the certification administrator no later than 10 business days before the scheduled exam date. Candidates will be charged a \$200 (U.S.) cancellation fee.

Cancellation requests received after the deadline, will not be accepted and if you do not attend the exam administration, you will forfeit your entire registration fee.

No-Show Policy

You are considered a no-show on the day of your scheduled exam if

- you choose not to keep your exam appointment
- you do not have an acceptable reason for your absence.

If you fail to report for your scheduled exam and you do not have an acceptable reason for your absence, you will forfeit the exam registration fee.

Medical or other Emergencies on Test Day

Only the following are acceptable reasons for missing your scheduled exam:

- a serious illness (either yourself or an immediate family member)
- a death in the immediate family
- a disabling traffic accident
- a court appearance or jury duty
- unexpected military duty

If you miss an exam for one of the reasons listed above, send a written explanation to the certification administrator within 10 business days following your exam date. One of the following should accompany your written explanation:

- a letter from a physician or other professional on letterhead (which includes the title, address, and telephone number of the professional) giving the reason for your absence
- the appropriate death notice
- documentation from the court or military

ON THE DAY OF THE EXAM

Reporting to the Test Center

You should arrive at the test center approximately 30 minutes before the exam to allow time for check-in procedures. If you are late in arriving, you will be considered as absent or failing to appear for the exam; thus, you will forfeit the full exam fee. There are no exceptions to this policy.

What You *Must* Bring

1. A primary identification, which must include a recent photograph and signature, such as a
 - driver's license
 - police ID
 - military ID
 - company ID
 - valid passport
2. A secondary identification, which must include your signature, such as a
 - credit card
 - check cashing card
 - citizenship card
 - APICS membership card

If you do not bring acceptable forms of identification on exam day, you will be denied admission to the examination.

3. Two or three sharpened No. 2 pencils with erasers.

If you do not bring required identification on exam day, you will be denied admission to the examination. You will be considered as absent or failing to appear for the exam, and you will forfeit the full exam fee. There are no exceptions to this policy.

What You *May* Bring

- You may bring a simple, nonprogrammable calculator into the exam room.
- English-foreign language dictionaries are the only written materials that you may bring into the exam room. The test center manager will inspect these dictionaries before you are admitted to the testing room.

What NOT to Bring

- The *APICS Dictionary* may not be brought into the exam room.
- You may not bring books or papers of any kind into the exam room. Scratch paper is included in the exam booklets onsite.
- Protractors, compasses, rulers, stencils, digital assistants, and other aids are not permitted.
- You may not eat, drink, or use tobacco during an exam.
- Visitors are not permitted at the test center.

TAKING THE EXAM

Exam Schedule

- 1:30 p.m. Report to the testing center if you are registered for the APICS CSCP exam.
- 2:00 p.m. Exam begins (approximately). No candidates will be admitted after this time.
- 6:00 p.m. Exam ends (approximately).

* The certification administrator will advise you if the daily schedule for your exam changes.

Exam Format

The APICS CSCP exams will be administered using a linear testing approach. Candidates answer a predetermined number of questions to assess their knowledge in key areas.

Number of Questions

The APICS CSCP exam consists of 175 multiple-choice questions (150 operational and 25 pretest). The pretest questions do not contribute to your total score but are necessary for research purposes. These pretest questions are randomly distributed among the scorable items and will be used for statistical purposes only. The pretest items are similar to the scorable items on the test, and candidates will not know which items will be scored and which will not. Candidates should answer all exam questions.

Length of the Exam

Candidates will have four hours to complete the exam.

Breaks

No breaks are scheduled during any APICS CSCP exam. If you must leave the room during an exam, notify the test center manager before doing so. Timing will not stop during a break.

Pages for Notes

Blank pages are provided in the back of the exam booklets and may be used to make notations.

Misconduct

The test center manager is authorized to dismiss you from a test session for

- creating a disturbance
- giving or receiving help
- using notes, books, wristwatch calculators, digital assistants, or other aids
- attempting to remove scratch paper from the testing room
- attempting to remove test questions (in any format) from the testing room
- failing to follow the test center manager's directions.

If you engage in any of these forms of misconduct, your exam will not be scored and your fees will not be refunded. Furthermore, acts of misconduct will be brought to the attention of the APICS Curricula and Certification Committee and the APICS Ethics Committee.

In addition, because the entire question data bank, each exam form, and all exam materials are copyrighted and are the legal property of APICS, legal action will be taken against anyone who violates the copyright laws by distributing examination content or materials through any form of reproduction. Oral or written communication during the exam is strictly prohibited and punishable by law.

APICS CODE OF ETHICS

Before you take an exam, you will be required to pledge to abide by the APICS Code of Ethics.

- To maintain and improve sound business practices and foster high standards of professional conduct
- To hold in professional confidence any information gained of the business of a fellow member's company and to refrain from using such information in an unethical manner
- To seek success without taking unfair advantage or using questionable acts that would compromise one's self-respect
- To neither engage in nor sanction any exploitation of one's membership, company, or profession
- To encourage and cooperate in the interchange of knowledge and techniques for the mutual benefit of the profession
- To be careful with one's criticisms and liberal with one's praise—to build and not to destroy
- When a doubt arises as to the right or ethics of one's position or action, to resolve such doubt according to generally accepted standards of truth, fair dealing, and good taste
- To maintain high personal standards of moral responsibility, character, and business integrity
- To uphold the high ideals of the association as outlined in the bylaws

WHEN THE EXAM IS OVER

Score Report Information

You will receive your APICS CSCP results approximately six weeks after the exam date. If you have not received your results after eight weeks, contact your certification administrator. Score reports indicate the exam name and the result of the exam—passing or failing.

To ensure accuracy of scoring, ACT's quality control staff inspects every critical step in the scoring process and signs and dates each inspection. The quality control staff, which is independent of the staff conducting the scoring, inspects any unusually low scores and manually processes records of a random sample of candidates beginning with visual inspection of the answer sheets and continuing through verification of scores printed. The scoring and quality control measures used exceed industry standards.

Exam results and all personal information collected are confidential. Sensitive information will not be disclosed to parties other than APICS, ACT, and the certification administrator without your written consent. The APICS certification administrator is responsible for the security of candidate information.

Rescore Policy

All candidates have 90 days from the receipt of their score to challenge their score results. If you would like to request a rescore, please call APICS Customer Support at (773) 867-1778 and an associate will be happy to discuss the rescore process and related fees. Please retain your score report. You will be asked to supply a copy as part of the rescoring process.

APICS CSCP Score Range

The APICS CSCP score range is from 200 to 350. A score of 300 or higher is required to pass the exam.

Fail = 200-299

Pass = 300-350

APICS CSCP Qualifications

Candidates must pass the APICS CSCP exam to earn the APICS CSCP designation.

APICS CSCP Certificates

Candidates who attain APICS CSCP status will receive a personalized certificate within four to six weeks of receiving a passing score on the APICS CSCP exam.

FREQUENTLY ASKED QUESTIONS

Is there an expiration date for approved eligibility applications or APICS authorization to test notices?

No. Once a candidate's APICS CSCP exam eligibility application is approved and the candidate receives an authorization to test notice, he or she will not be required to reapply for eligibility to register for and take a APICS CSCP exam in the future.

What are the registration deadlines for each exam administration?

Candidates must contact the certification administrator serving their area (see pages 4 and 5) to determine the deadlines for payment and registrations. APICS must receive registrations from the certification administrators by the dates listed on page 1 of this bulletin. However, the certification administrators will need to receive your information well in advance of these dates. Because deadlines may vary by country, it is important that candidates contact their certification administrator for details.

What should I bring to the exam?

Other than an English-foreign language dictionary, No. 2 pencils, and a nonprogrammable calculator, you may not bring any materials into the exam room. Scratch paper is provided. See page 6 for more details.

What if my name has changed since registration?

Bring appropriate documentation of this change, for example a marriage license, to the exam site. If you do not bring the appropriate documentation, you will not be permitted to test.

How can I provide feedback on the exam content?

If you would like to provide feedback on exam questions, write to cscpexam@apics.org

or

APICS CSCP Exam

8430 West Bryn Mawr Avenue, Suite 1000

Chicago, IL 60631-3439 USA

What should I do if I have a test center complaint?

If you have a complaint about your test center or the test center management, promptly write to APICS at cscpexam@apics.org

or

APICS CSCP Exam

8430 West Bryn Mawr Avenue, Suite 1000

Chicago, IL 60631-3439 USA

Can I show up at the test site if I did not receive notification that I was registered?

No, you must contact APICS first to confirm you are registered. No candidate will be allowed in the testing center if he/she is not registered.

Who should I contact?

Contact your local Certification Administrator see pages 4 & 5 if you

- want to register to take an exam
- want to change, cancel, or reschedule your exam test date
- have a question about or correction to your confirmation notice
- have a question about a payment method
- miss your scheduled exam
- wonder if your exam has been canceled because of bad weather
- need assistance with unresolved registration problems
- need answers to questions about credit card charges
- need special accommodations for an exam
- need an APICS customer number
- need to order the 2009 APICS CSCP Exam Content Manual or other publications
- need information about college credit and the APICS CSCP program
- need information about obtaining your APICS CSCP designation domestically
- need to take a review course to prepare for a APICS CSCP exam

E-mail APICS at cscpexam@apics.org if you

- need information on the CSCP Eligibility Application
- need to know the status of your CSCP Eligibility Application
- help with a complaint about a test center or a testing experience
- need help with any unresolved testing problems

All pricing policies and procedures in this bulletin are subject to change.



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