

APICS CSCP ELIGIBILITY APPLICATION GUIDELINES

APICS CSCP Eligibility Requirements

To be eligible to register for the APICS CSCP exam, an individual must meet **one** of the following criteria:

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

***Related business experience:** APICS defines "related business experience" as work that is directly connected to some aspect of the supply chain. This can include raw materials extraction, transportation and logistics, procurement, manufacturing, warehousing, distribution, retail, customer service, software design and support, and other areas that directly affect the supply chain. Workers who operate transportation or materials moving equipment or machines or processing equipment that require an intermediate level of training would qualify. Managers, officials, professionals, technicians, sales personnel, quality and quality control personnel, and skilled craft workers will generally be considered eligible.

Examples of work experience that would not qualify include clerical and administrative support positions such as data entry, duplicating machine operator, file clerks, office machine operators, secretaries, telephone operators, order clerks and/or unskilled labor positions where the duties require little or no independent judgment or specialized training.

****Equivalent of a bachelor's degree:** APICS defines the equivalent of a bachelor's degree as the level of study that would qualify an individual for a graduate program in the country where the undergraduate degree was earned.

Application Process

APICS will review all applications and candidates will be notified within two weeks. 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.

- You must provide an e-mail address. The e-mail address you enter on the application will be used for APICS CSCP application correspondence from APICS.
- Do not submit supporting documentation to substantiate education or professional work experience.
- Be sure to keep a photocopy of your application.
- Please print clearly in block lettering. APICS may not be able to process your application if your information is not legible.
- Applications must be signed and dated.
- APICS will not be able to confirm receipt of applications. Candidates will receive written notification of their application status within two weeks of receipt.
- If you do not know your APICS Member/Customer ID Number, please contact APICS Customer Support at (800) 444-2742 or (703) 354-8851 or send an e-mail to service@apicshq.org.
- Call APICS Customer Support at (800) 444-2742 or (703) 354-8851 or send an e-mail to cscpexam@apicshq.org if you have questions about applying for the APICS CSCP exam.

Return completed application to

APICS
CSCP Application
5301 Shawnee Road
Alexandria, VA 22312-2317
USA

Fax: (703) 997-2472



APICS CSCP ELIGIBILITY APPLICATION

Complete the following information to document your eligibility to take the APICS CSCP exam. Incomplete or illegible applications will not be processed. Applications must be received by and approved by APICS before candidates can register for the APICS CSCP exam.

Please print clearly

Application Information

FIRST NAME _____ M.I. _____ LAST NAME _____

DATE OF BIRTH MONTH / DAY / YEAR (OPTIONAL) _____ SOCIAL SECURITY NUMBER (LAST 4 DIGITS) U.S. ONLY (OPTIONAL) _____

APICS Member (check one) Yes No _____ APICS Member / Customer ID Number _____

Preferred Mailing Address (check one) Work Home

COMPANY NAME (NOT REQUIRED IF YOU ARE PROVIDING YOUR HOME ADDRESS) _____

ADDRESS 1 _____

ADDRESS 2 _____

CITY _____ STATE / PROVINCE _____

ZIP / POSTAL CODE _____ COUNTRY _____

TELEPHONE _____ FAX _____

E-MAIL _____

Which one of the following three categories of eligibility are you documenting below?

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

Which of the following credentials, if any, do you currently hold? (check all that apply)

- CPIM
- CFPIM
- CIRM
- C.P.M.
- None

Education

Do you have a bachelor's degree or the international equivalent of a bachelor's degree*?

- Yes
- No

Name and location of institution:

* APICS defines the international equivalent of a bachelor's degree as the level of study that would qualify an individual for a graduate program in the country where the undergraduate degree was earned.

APICS CSCP ELIGIBILITY APPLICATION *(continued)*

Supply Chain Related Employment History

Job Title:	Dates of Employment: (from – to)
Company Name:	

Job Title:	Dates of Employment: (from – to)
Company Name:	

Job Title:	Dates of Employment: (from – to)
Company Name:	

Job Title:	Dates of Employment: (from – to)
Company Name:	

Job Title:	Dates of Employment: (from – to)
Company Name:	

In keeping with the APICS Code of Ethics, I hereby attest that all information presented on this application is correct and complete. I understand that I am responsible for maintaining supporting documentation, which I may be required to submit as evidence for education and work experience that I claim. I further understand that APICS conducts a random audit of submitted applications. Furthermore, I agree to abide by the rules and decisions of APICS and understand that falsification of this application is grounds for revoking authorization to test and certification.

SIGNATURE (REQUIRED)
DATE
NAME (PLEASE PRINT)

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 Alexandria, VA 22312-2317 USA

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