CORE PURPOSE
ASPE is the construction industry’s leader and recognized authority in professional estimating through excellence in education, certification, and standardization.

CORE VALUES

Education
ASPE educates and mentors professional estimators for the sustainability of the construction industry.

Professionalism
ASPE promotes the lifelong pursuit of excellence and credibility in professional estimating.

Fellowship
ASPE develops a fellowship of professional estimators that connects and leads the construction industry.

10 REASONS TO BECOME A CERTIFIED PROFESSIONAL ESTIMATOR
Everyone understands that MD following an individual’s name indicates Medical Doctor. And most people recognize 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. The following are significant reasons an estimating professional should consider becoming ASPE-Certified.

Certification ....

- Grants you professional credentials
- Demonstrates your commitment to the industry, and to the estimating profession
- Enhances the image of Estimators
- Reflects personal achievement
- Builds self-esteem
- Improves opportunities and advancement
- May provide for greater earning potential
- Improves skills and knowledge
- Prepares you for greater on-the-job responsibilities
Achieving the status of Certified Professional Estimator is an acknowledgment that you have met, and continue to meet, the criteria established for this designation as determined by the American Society of Professional Estimators (ASPE). Attaining this recognition requires continuing commitments to ethics, education, and employment. It is a commitment by the individual to the construction industry, and to ASPE.

ASPE certification is the highest form of professional recognition an estimator may earn. Through its Certification Program, ASPE recognizes the estimating proficiency and ethical awareness of the Certified Professional Estimator (CPE).

CPE recognition is being sought and attained by an ever-growing number of construction estimators each year. It is the only program of its kind to attest that a construction estimator has met the necessary educational and experience requirements and has the capabilities required of our profession.

With such diversity of backgrounds among estimators, the development of programs for both education and certification of professional construction estimators has been a demanding and rewarding process. Despite all the varied disciplines and levels of detail, the fundamental principles of construction cost estimating remain universally applicable. Beyond these fundamentals, however, the realms of varied disciplines make construction estimating one of the most unique, challenging, and fulfilling professions an individual may pursue.

ASPE recognizes the fundamental estimating principles inherent to all types of construction estimating. Whether for general, mechanical, electrical, or specialty disciplines, or for an owner, designer, or contracting firm, the estimator requires knowledge that is applicable in virtually all circumstances.

Each candidate seeking certification must meet the following basic requirements.

- Minimum of Five (5) years of Experience in the Estimating field
- Technical Writing Abilities
- Communication Skills

The Certification Committee evaluates each Certification Program Application for completeness and verifies employment history.

ASPE has established that a CPE Candidate must possess a minimum of five (5) years of on-the-job estimating experience to be accepted into the Certification Program.
All Candidates seeking Certification must read and understand the CPE Program Handbook. The Handbook provides the Candidate with an overview of the requirements and guidelines of the certification process.

Communication skills and knowledge of estimating must be demonstrated to the Certification Committee. This is accomplished through the writing of a Technical Paper on a subject approved by the Certification Committee.

The Certification Exams are designed to evaluate the Candidate’s overall knowledge of estimating. The exams include quantities, contract terms and conditions, cost reporting, ethics, and other fundamentals of estimating. The exams consist of a General Estimating Knowledge Exam (GEK) and Discipline Specific Tests (DSTs). The DSTs concentrate on specific practices such as General Contracting, Mechanical, Electrical, Excavation, and Concrete Estimating. Preparation for the exams is recommended. A Candidate will not achieve CPE status until all requirements of the Certification process are met.

Once recognized as a CPE, the estimator will be expected to keep abreast of current trends and improved practices in the construction industry. Conformance is measured under the provisions of the Certification Renewal Program. This Program requires renewal of Certification annually. Refer to the Certification Renewal Handbook for further details.

Professional evaluation through Certification is one of many ways the American Society of Professional Estimators promotes the profession and benefits the construction industry.
Steps to Certification

- **Submit Application and Fees:** A Candidate’s CPE Program Application is to be electronically submitted and applicable fees paid prior to beginning the Certification Program. Acceptance into the CPE Program will be confirmed with the Candidate via email.

- **Review the CPE Program Handbook:** Review of the CPE Program Handbook will ensure a Candidate’s understanding of the goals and expectations of the Program.

- **Write 2,500+ Word Technical Paper:** The Technical Paper is to be completed and electronically submitted by the specified due date (general guideline is 8 weeks). If the Technical Paper does not achieve a passing score, the Candidate may be given an opportunity to revise the Paper, one time.

- **General Estimating Knowledge (GEK) Exam:** Candidates are required to schedule this Exam with his/her proctor. The GEK Exam has a time limit of four (4) hours. Scheduling of the Exam is to be coordinated with the Certification Team to ensure test details are communicated, as well as the associated documentation is forwarded to the Proctor in advance of the Exam date. If a passing score is not earned, one re-take of the Exam will be allowed.

- **Discipline Specific Test (DST) Exam:** Candidates should schedule up to a nine (9) hour block of time with his/her proctor. Scheduling of the Exam is to be coordinated with the Certification Team to ensure test details are communicated, as well as the associated documentation is forwarded to the Proctor in advance of the Exam date. If a passing score is not earned, one re-take of the Exam will be allowed.

  - **Questions & Problems:** If a DST in your discipline is not available, a Candidate may request to write Questions & Problems (Q&P). Q&P requires that 120 Discipline Specific questions and 2 problems are written and that very specific guidelines are followed. Questions & Problems must be reviewed and accepted by the Certification Committee to satisfy the DST examination portion of the Program.
MAINTAINING YOUR CERTIFICATION

The Construction industry changes continually, and the Certified Professional Estimator must be aware of these changes, with the ability 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 maintain his/her level of knowledge through continued education and interaction with others in the industry.

Certification Renewal Procedure

The CPE is responsible for documenting Professional Development Unit (PDU) credits earned by entering PDUs into their Certification Journal. The CPE will complete an on-line Renewal Application, annually, and pay applicable fees.

Each current participating CPE must apply for their Certification annually and prior to their Cycle End Date. The CPE is responsible for documenting and accumulating all supporting documentation for the PDU credit total.

Requirements for renewing Certification may be modified from time to time. These modifications may include additional categories and requirements. The Renewing CPE Applicant, however, will be granted PDU credits based upon the Professional Development schedule in effect at the beginning of their current cycle and per the implementation schedule published. For updated information, please visit the ASPE website, www.ASPEnational.org.

Steps for ASPE Certification Renewal: Professional Development Units

1. Perform the professional development activities for which PDU credits are earned
2. Record earned PDUs in the Professional Development Journal (via your online ASPE Profile)
3. Complete the online CPE Renewal Application
4. Pay the annual Renewal Fee
5. Upon successful completion of the above steps, ASPE will issue renewed credentials. If selected for a quality audit, you will be required to provide supporting evidence of the PDUs claimed.
6. Leverage your Certification for the benefit of yourself, your organization, and the estimating community.

Renewal Requirements

The ASPE Certification Renewal Program supports the ongoing professional development of ASPE Certified Professional Estimators and the maintenance of Certification. CPEs must accrue a minimum twenty-four (24) Professional Development Units (PDU) annually.

Questions regarding Certification Renewal may be directed to your Chapter Certification Committee Chair or to the ASPE Certification Team at Certification@ASPEnational.org.
CPE PROGRAM DETAILS

Cycle Dates
Annually - January 1 thru December 31

Certification Fees

ASPE Certification Program Fees

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Renewal Certification Fees

ASPE Member

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Non-Member

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Notes:
- The ASPE Certification Fees are subject to change.
- The Program Fees include Application Fee, GEK Study Guide, GEK Exam, Standard Estimating Practice Manual, and DST Exam Fees (including one re-sit per test), and administrative services associated with Application review, Technical Paper review, and CPE Program management.

For more information, direct inquiries to Certification@ASPEnational.org